

Central Bedfordshire
Council
Priory House
Monks Walk
Chicksands,
Shefford SG17 5TQ

**This meeting will
be filmed.***



please ask for Sandra Hobbs
direct line 0300 300 5257
date 23 July 2015

NOTICE OF MEETING

EXECUTIVE

Date & Time

Tuesday, 4 August 2015 at 9.30 a.m.

Venue

Council Chamber, Priory House, Monks Walk, Shefford

Richard Carr
Chief Executive

To: The Chairman and Members of the EXECUTIVE:

Cllrs	J Jamieson	– Chairman and Leader of the Council
	M Jones	– Deputy Leader and Executive Member for Health
	M Versallion	– Executive Member for Education and Skills
	C Hegley	– Executive Member for Social Care and Housing and Lead Member for Children's Services
	N Young	– Executive Member for Regeneration
	B Spurr	– Executive Member for Community Services
	R Wenham	– Executive Member for Corporate Resources
	A Turner	– Executive Member for Stronger Communities

All other Members of the Council - on request

***MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THIS
MEETING***

***This meeting may be filmed by the Council for live and/or subsequent broadcast online at**

<http://www.centralbedfordshire.gov.uk/modgov/ieListMeetings.aspx?Committeed=577>.

You can view previous meetings there starting from May 2015.

At the start of the meeting the Chairman will confirm if all or part of the meeting will be filmed by the Council. The footage will be on the Council's website for six months. A copy of it will also be retained in accordance with the Council's data retention policy. The images and sound recording may be used for training purposes within the Council.

By entering the Chamber you are deemed to have consented to being filmed by the Council, including during any representation you might make, and to the possible use of the images and sound recordings made by the Council for webcasting and/or training purposes.

Phones and other equipment may also be used to film, audio record, tweet or blog from this meeting by an individual Council member or a member of the public. No part of the meeting room is exempt from public filming unless the meeting resolves to go into exempt session. The use of images or recordings arising from this is not under the Council's control.

AGENDA

1. **Apologies for Absence**

To receive apologies for absence.

2. **Minutes**

To approve as a correct record, the Minutes of the meeting of the Executive held on 7 July 2015.

3. **Members' Interests**

To receive from Members any declarations of interest.

4. **Chairman's Announcements**

To receive any matters of communication from the Chairman.

5. **Petitions**

To consider petitions received in accordance with the Scheme of Public Participation set out in Annex 2 of Part A4 of the Constitution.

6. **Public Participation**

To respond to general questions and statements from members of the public in accordance with the Scheme of Public Participation set out in Appendix A of Part A4 of the Constitution.

7. **Forward Plan of Key Decisions**

To receive the Forward Plan of Key Decisions for the period 1 August 2015 to 31 July 2016.

Decisions

Item	Subject	Page Nos.
8.	Budget Strategy and Medium Term Financial Plan The report proposes the Medium Term Financial Planning framework for 2016-17 through to 2019-20.	37 - 48
9.	Partnership Vision for Education To consider the partnership vision for education.	49 - 70

10. **Reducing Reliance on Bed and Breakfast Accommodation Use** 71 - 82

The report outlines the financial pressures resulting from a sustained increase in the use of Bed and Breakfast accommodation to meet a re-housing duty for homeless households approaching the Council, and proposes a solution to reduce the financial impact, the purchase of accommodation by the Housing Revenue Account.

11. **Dunstable Leisure Centre Redevelopment** 83 - 92

To approve the procurement of a building contractor for the redevelopment of Dunstable Leisure Centre and delegate authority for the award of contract.

12. **Stotfold Community Building** 93 - 98

To seek a decision on the transfer and ownership of the building and all liabilities to Stotfold Town Council.

13. **Term Highways Services Contract Award** 99 - 106

To secure agreement from the Executive to award the new Term Highways Services Contract.

Monitoring Matters

- | Item | Subject | Page Nos. |
|------|--|------------------|
| 14. | June 2015 – Quarter 1 Revenue Budget Monitoring Report

The report sets out the financial position for 2015/16 as at the end of June 2015. | Report to follow |
| 15. | June 2015 – Q1 Capital Budget Monitoring Report

The report provides information on the projected capital outturn for 2015/16 as at June 2015. | Report to follow |
| 16. | June 2015 (Q1) Housing Revenue Account Budget Monitoring Revenue and Capital Report

The report provides information on the 2015/16 Housing Revenue Account projected outturn revenue and capital position as at June 2015. | Report to follow |

17. Exclusions of the Press and Public

To consider whether to pass a resolution under section 100A of the Local Government Act 1972 to exclude the Press and Public from the meeting for the following items of business on the grounds that the consideration of the items is likely to involve the disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A of the Act.

Exempt Appendix

Item	Subject	Exempt Para.	Page Nos.
18.	Term Highways Services Contract Award	3	107 - 114

To receive the exempt Appendix.

This agenda gives notice of items to be considered in private as required by Regulations (4) and (5) of The Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012.

Details of any representations received by the Executive about why any of the above exempt decisions should be considered in public: none at the time of publication of the agenda. If representations are received they will be published separately, together with the statement given in response

This page is intentionally left blank

CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **EXECUTIVE** held in the Committee Room 1, Watling House, High Street North, Dunstable on Tuesday, 7 July 2015.

PRESENT

Cllr J G Jamieson (Chairman)
Cllr M R Jones (Vice-Chairman)

Executive Members:	Cllrs	C Hegley B J Spurr M A G Versallion	Cllrs	R D Wenham J N Young
Deputy Executive Members:	Cllrs	A D Brown Mrs S Clark K M Collins I Dalgarno	Cllrs	S Dixon Mrs A L Dodwell B Wells
Apologies for Absence:	Cllrs	Ms C Maudlin A M Turner		
Members in Attendance:	Cllrs	Mrs A Barker J Chatterley	Cllrs	Mrs S A Goodchild P Hollick
Officers in Attendance		Mrs D Broadbent-Clarke Mr R Carr Mrs M Clay Mr M Coiffait Mrs S Hobbs Mrs J Ogley Mr R Parsons Ms H Price Mrs M Scott Mr C Warboys		Director of Improvement and Corporate Services Chief Executive Chief Legal and Democratic Services Officer Director of Community Services Committee Services Officer Director of Social Care, Health and Housing Head of School Organisation and Capital Planning Head of Business Performance Director of Public Health Chief Finance Officer

E/15/1. **Minutes**

RESOLVED

that the minutes of the meeting held on 31 March 2015 be confirmed as a correct record and signed by the Chairman.

E/15/2. **Members' Interests**

None were declared.

E/15/3. **Chairman's Announcements**

The Chairman had no announcements to make.

E/15/4. **Petitions**

In accordance with the Scheme of Public Participation set out in Annex 2 of Part 4 of the Constitution, the Executive received the following petitions:-

1. Superfast Broadband

Councillor Wells presented a petition on behalf of The Bedford Estates containing 405 signatures requesting the Council to include the area of Woburn and neighbouring villages in the roll out of Superfast Broadband. Councillor Wells explained that there were many commercial businesses and residents in the area of Woburn that received an extremely poor broadband service. Councillor Wells requested that Woburn and the neighbouring villages should receive Superfast Broadband before 2018/19.

The Executive Member for Corporate Resources explained the investment in Superfast Broadband. The plan was to deliver access to superfast broadband (defined as being at least 24Mbit/s) to 90% of all premises with the aim of ensuring that all premises in Central Bedfordshire had access to infrastructure able to provide at least 2 Megabits per second. The properties with the following postcodes were unlikely to receive Superfast Broadband due to the distance from exchanges:-

- MK17 9EW
- MK17 9FB
- MK17 9HW

The Executive was due to consider a report on 6 October 2015 which would seek approval to extend the current Superfast Broadband Extension project contract, and associated funding, following approval of additional external funding (up to £3.46 million) to increase coverage from the South East Midlands Local Enterprise Partnership and Broadband Delivery UK.

2. CCTV in Leighton Buzzard

Councillor Dowell presented a petition on behalf of James Braxton and Hannah Brennan containing 325 signatures requesting the Council to install CCTV in the alleyway behind Morrisons, Leighton Buzzard. The alley was overgrown and was a known area for anti-social behaviour and criminal activity. Morrisons and the Police were aware of the issues with the alleyway and Morrisons had started to cut back the trees and bushes.

The Executive Member for Community Services explained that the alleyway belonged to Morrisons and they were currently carrying out work to clear the alleyway. The Council would review the installation of CCTV in the alleyway once Morrisons had completed the clearance work. The Executive Member agreed to provide a full written response to Mr Braxton and Ms Brennan.

E/15/5. Public Participation

There were no members of the public registered to speak.

E/15/6. Forward Plan of Key Decisions

RESOLVED

that the Forward Plan of Key Decisions for the period 1 July 2015 to 30 June 2016 be noted.

E/15/7. Central Bedfordshire's Five Year Plan: 2015 -20

The Executive considered a report from the Leader of the Council that set out the work on developing a five year plan and proposed a process of engagement. The development of the plan was an important process which would allow the Council to clearly articulate what it was seeking to achieve between now and 2020. It would form the basis of the Council's core programmes of activity against which performance would be measured.

All Members would have an opportunity to engage with the development of the plan through the Overview and Scrutiny process.

In response to a question, the Executive Member for Community Services agreed to provide the relevant Councillor with a written response regarding the engagement with town and parish councils to enable them to take on more services.

Reason for decision: To endorse the proposed approach to the development of the Council's Five Year Plan.

RESOLVED

- 1. that the intention to develop a new five year plan for the Council be noted; and**
- 2 that the engagement process and timetable for completion of the plan be approved.**

E/15/8.

The Future of Caddington Hall Older Persons Home

The Executive considered a report from the Executive Member for Social Care and Housing that set out the outcome of the consultation on the future of Caddington Hall Older Persons Home. The Council's priority was to improve the quality of accommodation for older people.

Caddington Hall did not meet modern expectations as it had relatively small rooms and no en-suite facilities and was located in a rural area with poor public transport links. Quantum Care had opened a new care home, Dukeminster Court, Dunstable in April 2015 and had indicated that they would be prepared to make 26 places available to the Council within the rates and terms of the Council's Framework Agreement with care homes in Central Bedfordshire. This would allow all of the residents from Caddington Hall to move together as a group to Dukeminster Court, if they so wished. Consultation had been carried out with all the residents at Caddington Hall and their families, including a full risk assessment of the residents' needs. It was recommended that taking on board the welfare of the residents it was an appropriate time to proceed with the closure of the home.

Reason for decision: To enable the Council to improve the quality of accommodation for the residents at Caddington Hall.

RESOLVED

- 1. that the outcome of the consultation be noted;**
- 2. that the closure of Caddington Hall Older Persons Home based on the matters set out in the report, its appendices and background papers, be approved;**
- 3. to authorise the Director of Social Care, Health and Housing to determine the date of closure, taking into consideration the assessed eligible care needs of residents of the home and relevant operational matters; and**
- 4. that the commencement of the processes, set out in paragraphs 63 to 64 in the report, in relation to the staff employed at Caddington Hall Older Persons Home, be approved.**

E/15/9. **Commissioning of New Middle School Places in Leighton Buzzard**

The Executive considered a report from the Executive Member for Education and Skills that sought approval to commence consultation to provide new middle school places in Leighton Buzzard from September 2016. The Governing Body of Leighton Community Middle School were proposing to expand from a 4 form of entry (480 places) middle school for pupils aged 9 to 13 to a 5 form of entry (600 place) middle school for pupils aged 9 to 13, increasing the school's published admission number from 120 to 150, with effect from 1 September 2016.

In response to a question, the Executive Member for Education and Skills was aware of the concerns about the impact that this would have on the traffic in the area and would carry out a traffic survey as well as looking for a solution to these concerns.

Reason for decision: To ensure that the Council continued to meet its statutory obligations to provide sufficient school places and meet the legal requirements placed on the Council by the Education and Inspections Act 2008 regarding proposals to expand maintained schools.

RESOLVED

that the proposed commencement of consultation by the Governing Body of Leighton Community Middle School to permanently expand from a 4 form of entry (480 place) middle school for pupils aged 9 to 13 to a 5 form of entry (600 place) middle school for pupils aged 9 to 13, increasing the school's published admission number from 120 to 150 with effect from 1 September 2016, be approved.

The school will also be invited to prepare a business case which will be subject to consideration by the Council's Executive in October 2015.

E/15/10. **Proposals to Amalgamate Arlesey Nursery School and Childcare Centre with Gothic Mede Academy and The Lawns Nursery, Biggleswade with Biggleswade Academy Trust**

The Executive considered a report from the Executive Member for Education and Skills that sought approval to commence statutory consultations required for the proposal to amalgamate Arlesey Nursery School and Childcare Centre with Gothic Mede Academy, and the proposal to amalgamate The Lawns Nursery, Biggleswade with Biggleswade Academy Trust.

It was noted that this issue had been considered by the Children's Services Overview and Scrutiny Committee which had supported the recommendations to commence the statutory consultations.

Reason for decision: To ensure the Council continued to meet its statutory obligations to secure sufficient childcare and early years' provision and meet the legal requirements placed on the Council by the Education and Inspections Act 2006 regarding proposals to close maintained schools.

RESOLVED

that the commencement of consultation and the publication of statutory notices be approved for the proposals to:

- (a) **close Arlesey Nursery School and Childcare Centre with an implementation date of 31 December 2015 to enable amalgamation of the provision with Gothic Mede Academy with effect from 1 January 2016; and**
- (b) **close The Lawns Nursery Close, Biggleswade with an implementation date of 31 December 2015 to enable amalgamation of the provision with Biggleswade Academy Trust with effect from 1 January 2016.**

E/15/11.

Proposal to Recommission Primary Specialist Provision for Autistic Spectrum Condition in Dunstable

The Executive considered a report from the Executive Member for Education and Skills that sought support to commence the consultation by Ardley Hill Academy for its proposal to establish a new 8 place primary specialist provision for Autistic Spectrum Condition at Ardley Hill Academy in Dunstable from September 2016.

Reason for decision: To enable the Council to meet its statutory obligations to secure sufficient school places for children with special educational needs.

RESOLVED

that the commencement of consultation by Ardley Hill Academy for the proposal to establish a new 8 place primary specialist provision for Autistic Spectrum Condition at Ardley Hill Academy in Dunstable from September 2016, be approved.

E/15/12.

Allocation Policy for Independent Living Schemes

The Executive considered a report from the Executive Member for Social Care and Housing that set out the proposed Allocations Policy for Independent Living Schemes in Central Bedfordshire. The Policy would ensure that affordable homes provided by Housing Associations and the Council were let or sold for shared ownership in a fair and transparent way, with local people who would benefit most from Independent Living Schemes having the highest priority to move to them.

Reason for decision: To enable the Council to have a policy that established a robust assessment criteria in an area where demand was expected to exceed supply, in the context of an efficiency saving within the Medium Term Financial Plan.

RESOLVED

1. **that the Allocations Policy for Independent Living Schemes in Central Bedfordshire, at Appendix A to the report, be adopted as the Allocation Scheme for all properties available within Central Bedfordshire where a care and support service is provided within an extra care / independent living environment. This policy shall apply to all providers;**
2. **to authorise the Director of Social Care, Health and Housing, in consultation with the Executive Member for Social Care and Housing to:**
 - (a) **allocate properties in accordance with the Allocations Policy for Independent Living schemes;**
 - (b) **amend or vary the detailed wording of the Allocations Policy, where to do so does not change the strategic intent or overarching aims of the Policy, so as to ensure the Policy is and remains effective in operational terms, to achieve the Policy objectives over time, taking account of considerations related to supply and demand; and**
 - (c) **develop and implement monitoring arrangements to ensure that the aims of the Policy are achieved and to support the Council's duty to promote equality, in line with the Equalities Assessment, which shall be kept under review.**
3. **that the Policy be noted, including the sales / lettings processes prescribed in the Policy, which will be an appendix to the Council's main Allocations Policy (forming the Council's Allocations Scheme), and shall be applied first to lettings / sales of apartments at Priory View, Dunstable. The Policy shall be reviewed, in advance of its application to sales and lettings at Greenfields, Leighton Buzzard.**

E/15/13.

Transfer of Children's Public Health (0-5 years) Commissioning to Local Authorities

The Executive considered a report from the Deputy Leader and Executive Member for Public Health that advised that from 1 October 2015 local authorities would take over responsibility from NHS England for the commissioning of public health services for children aged 0 to 5, which incorporated the Health Visiting Service and the Family Nurse Partnership Programme. The report also set out the arrangements for the transfer and made proposals on the way forward.

RESOLVED

1. **that the fact that SEPT Community Services are the current provider until 31 March 2016, be noted;**

2. to approve in principle the continuation of the service from 1 April 2016 as a joint service with Bedford Borough Council, with Central Bedfordshire Council as lead commissioner on behalf of both councils; and
3. that with regard to (2) above, to authorise the Director of Public Health, in consultation with the Executive Member for Health, to arrange for the procurement and commissioning arrangements from 1 April 2016.

E/15/14. March 2015 Provisional Outturn Revenue Budget Monitoring (subject to audit)

The Executive considered a report from the Executive Member for Corporate Recourses that set out the provisional financial outturn position (subject to audit) for 2014/15.

The Executive thanked Officers for their hard work in achieving the underspend against budget for 2014/15.

Reason for decision: To facilitate effective financial management and planning.

RESOLVED

1. that the provisional revenue outturn position for 2014/15, which is an underspend against budget of £0.2m, be noted; and
2. that the creation of new proposed earmarked reserves, as set out in paragraph 8 in the report and detailed in Appendix B, be approved.

E/15/15. March 2015 – Capital Budget Monitoring Provisional Outturn Report (Subject to Audit)

The Executive considered a report from the Executive Member for Corporate Resources that provided the provisional capital outturn for 2014/15 (subject to audit).

Reason for decision: To facilitate effective financial management and planning.

RESOLVED

1. that the overall outturn capital expenditure for 2014/15 of £87.5M compared to the budget of £116.8M, be noted. The variance of £29.3M includes the proposed deferred spend of £25.5M; and
2. that the proposed deferred spend from 2014/15 to 2015/16, as detailed at Appendix B to the report, be approved.

E/15/16.

March 2014/15 Housing Revenue Account Budget Monitoring Provisional Outturn Revenue and Capital Report (Subject to Audit)

The Executive considered a report from the Executive Member for Corporate Resources that set out the 2014/15 Housing Revenue Account provisional outturn and capital position (subject to audit).

Reason for decision: To facilitate effective financial management and planning.

RESOLVED

1. that the provisional Housing Revenue Account (HRA) outturn for 2014/15 be noted, including a contribution to HRA reserves of £6.590M, thus strengthening the Council's ability to invest and improve its stock of Council Houses, be noted;
2. that it be noted that Right to Buy sales are at a similar level to the previous financial year, resulting in a year end balance of unapplied capital receipts of £3.451M;
3. that it be noted that as part of the HRA Capital Programme there was a contribution of £6.744M from the Independent Living Development Reserve to Priory View, Dunstable; and
4. that it be noted that there was a net decrease in reserves of £0.154M, so that, at the year end, the HRA will have £20.556M of reserves available, of which £2.0M is identified as a minimum level of HRA Balances.

E/15/17.

2014/15 Quarter 4 Performance Report

The Executive considered a report from the Executive Member for Corporate Resources that set out the quarter 4 2014/15 performance for Central Bedfordshire Council's Medium Term Plan indicator set.

Reason for decision: To ensure a rigorous approach to performance management across Central Bedfordshire Council.

RESOLVED

1. that the continuing good performance for those indicators currently being used to help support the monitoring of progress against the Medium Term Plan priorities, be acknowledged; and
2. that officers further investigate and resolve underperforming indicators as appropriate.

(Note: The meeting commenced at 9.30 a.m. and concluded at 10.45 a.m.)

Chairman

Dated

This page is intentionally left blank

**Central Bedfordshire Council
Forward Plan of Key Decisions
1 August 2015 to 31 July 2016**

- 1) During the period from **1 August 2015 to 31 July 2016**, Central Bedfordshire Council plans to make key decisions on the issues set out below. “Key decisions” relate to those decisions of the Executive which are likely:
- to result in the incurring of expenditure which is, or the making of savings which are, significant (namely £200,000 or above per annum) having regard to the budget for the service or function to which the decision relates; or
 - to be significant in terms of their effects on communities living or working in an area comprising one or more wards in the area of Central Bedfordshire.

There are exceptions to these criteria which is set out in C2 1.3 in the Council’s Constitution. Specifically, expenditure which is identified in the approved Council revenue and capital budgets are not key decisions.

- 2) The Forward Plan is a general guide to the key decisions to be determined by the Executive and will be updated on a monthly basis. Key decisions will be taken by the Executive as a whole. The Members of the Executive are:

Councillor James Jamieson	Leader of the Council
Councillor Maurice Jones	Deputy Leader and Executive Member for Health
Councillor Mark Versallion	Executive Member for Education and Skills
Councillor Carole Hegley	Executive Member for Social Care and Housing and Lead Member for Children’s Services
Councillor Nigel Young	Executive Member for Regeneration
Councillor Brian Spurr	Executive Member for Community Services
Councillor Richard Wenham	Executive Member for Corporate Resources
Councillor Andrew Turner	Executive Member for Stronger Communities

- 3) Whilst the majority of the Executive’s business at the meetings listed in this Forward Plan will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information.

This is a formal notice under the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012 that part of the Executive meeting listed in this Forward Plan will be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

- 4) Those items identified for decision more than one month in advance may change in forthcoming Plans. Each new Plan supersedes the previous Plan. Any person who wishes to make representations to the Executive about the matter in respect of which the decision is to be made should do so to the officer whose telephone number and e-mail address are shown in the Forward Plan. Any correspondence should be sent to the contact officer at the relevant address as shown below. General questions about the Plan such as specific dates, should be addressed to the Committee Services Manager, Priory House, Monks Walk, Chicksands, Shefford SG17 5TQ.
- 5) The agendas for meetings of the Executive will be published as follows:

Meeting Date	Publication of Agenda
7 July 2015	25 June 2015
4 August 2015	23 July 2015
6 October 2015	24 September 2015
1 December 2015	19 November 2015
12 January 2016	22 December 2015
9 February 2016	28 January 2016
5 April 2016	24 March 2016

Central Bedfordshire Council

Forward Plan of Key Decisions for the period 1 August 2015 to 31 July 2016

Key Decisions

Date of Publication: 2 July 2015

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Contact officer (method of comment and closing date)
1.	Partnership Vision for Education -	To consider the partnership vision for education.	4 August 2015		Open	Executive Member for Education and Skills Comments by 04/09/2015 to Contact Officer: Helen Redding, Assistant Director School Improvement Email: helen.redding@centralbedfordshire.gov.uk Tel: 0300 300 6057
2.	Highways Contract Award -	To secure agreement from Executive to award the Term Highways Services Contract	4 August 2015		Part exempt Commercially sensitive information Highways Contract Award Highways Contract Award	Executive Member for Community Services Comments by 04/07/2015 to Contact Officer: Jade Taylor, Project Manager Email: jade.taylor@centralbedfordshire.gov.uk Tel: 0300 300 5584

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
3.	Dunstable Leisure Centre Redevelopment -	To approve undertaking the procurement of a building contractor to redevelop Dunstable Leisure Centre	4 August 2015		Open Dunstable Leisure Centre Redevelopment	Executive Member for Community Services Comments by 04/07/2015 to Contact Officer: Jill Dickinson, Head of Leisure and Libraries Email: jill.dickinson@centralbedfordshire.gov.uk Tel: 0300 300 4258
4.	Reducing Reliance on Bed and Breakfast Accommodation Use -	The report outlines the financial pressures resulting from a sustained increase in the use of Bed and Breakfast (B & B) accommodation to meet a re-housing duty for homeless households approaching the Council, and proposes a solution to reduce the financial impact, the purchase of accommodation by the Housing Revenue Account.	4 August 2015	Relevant Officers and all Members (to be confirmed) Internally only.	Open Reducing reliance on Bed and Breakfast accommodation use	Executive Member for Social Care and Housing Comments by 04/07/2015 to Contact Officer: Nick Costin, Head of Housing Service Email: nick.costin@centralbedfordshire.gov.uk Tel: 0300 300 5219

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
5.	Determination of Proposal to Commission New Middle School Places in Leighton Linslade -	To determine the proposal to commission new middle school places in Leighton Linslade.	6 October 2015		Open Determination of proposal to commission new middle school places in Leighton Linslade	Executive Member for Education and Skills Comments by 06/11/2015 to Contact Officer: Rob Parsons, Head of School Organisation and Capital Planning Email: rob.parsons@centralbedfordshire.gov.uk Tel: 0300 300 5572
6.	Special Educational Needs and Disabilities Capital Programme 2015/16 -	This report will seek approval to commence capital expenditure on projects to provide specialist provision for hearing impaired students at Parkfields Middle and Toddington St Georges Lower Schools and for students requiring social, emotional and mental health provision at Oak Bank School.	6 October 2015		Open Report	Executive Member for Education and Skills Comments by 06/09/2015 to Contact Officer Rob Parsons, Head of School Organisation and Capital Planning Email: rob.parsons@centralbedfordshire.gov.uk Tel: 0300 300 5572

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
7.	Superfast Broadband Extension Programme: Local Growth Fund Support -	Approval sought to extend the current Superfast Broadband Extension project contract, and associated Council resource funding, following approval of additional external funding to increase coverage (up to £3.46 million) from the South East Midlands Local Enterprise Partnership and Broadband Delivery UK.	6 October 2015		Open Superfast Broadband Extension Programme: Local Growth Fund Support	Executive Member for Corporate Resources Comments by 06/09/2015 to Contact Officer: James Cushing, Head of Investment Email: james.cushing@centralbedfordshire.gov.uk Tel: 0300 300 4984
8.	Nature Conservation Strategy -	To approve the Nature Conservation Strategy (NCS) which identifies the overall aims, objectives and priorities for the conservation of biodiversity in Central Bedfordshire and bring them together within a single document.	6 October 2015		Open	Executive Member for Regeneration Comments by 06/09/2015 to Contact Officer: Stephen Mooring, Environmental Policy Manager Email: stephen.mooring@centralbedfordshire.gov.uk Tel: 0300 300 6241

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
9.	Plan-making Programme for Central Bedfordshire -	To set out the timetable and content of Development Plans for Central Bedfordshire including Gypsy and Traveller provision.	6 October 2015		Open Plan-making Programme for Central Bedfordshire	Executive Member for Regeneration Comments by 06/09/2015 to Contact Officer: Richard Fox, Head of Development Planning and Housing Strategy Email: richard.fox@centralbedfordshire.gov.uk Tel: 0300 300 4105
10.	Determination of Proposals to Amalgamate Arlesey Nursery School and Childcare Centre with Gothic Mede Academy and The Lawns Nursery, Biggleswade with Biggleswade Academy Trust -	This report will seek Executive determination of the proposals approved to be subject of consultation by the Council's Executive in June 2015.	1 December 2015	Governing Bodies Parents of children within the school Teachers and other staff Trade unions MP Local Town Councils Ward Councillors As defined in Department for Education and Education Funding Agency statutory guidance.	Open Determination of proposals to amalgamate Arlesey Nursery School and Childcare Centre with Gothic Mede Academy and The Lawns Nursery, Biggleswade with Biggleswade Academy Trust	Executive Member for Education and Skills Comments by 01/11/2015 to Contact Officer: Rob Parsons, Head of School Organisation and Capital Planning Email: rob.parsons@centralbedfordshire.gov.uk Tel: 0300 300 5572
11.	Central Bedfordshire's Renewal Policy 2015 - 2020 -	To adopt the Council's Renewal Policy 2015 – 2020 for providing households with financial assistance to improve the homes of the most vulnerable households.	1 December 2015		Open	Executive Member for Social Care and Housing Comments by 01/11/2015 to Contact Officer Nick Costin, Head of Housing Service Email: nick.costin@centralbedfordshire.gov.uk Tel: 0300 300 5219

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
12.	Environmental Enhancement Strategy -	To approve the Environmental Enhancement Strategy which is the compendium of strategies, policies and technical guidance relating to the environment. It covers areas such as ecology, landscape, climate change, renewables, trees, SuDS and sustainable growth.	1 December 2015	Key external stakeholders consulted as well as wider public consultation on individual components.	Open Environmental Enhancement Strategy	Executive Member for Regeneration Comments by 01/11/2015 to Contact Officer: Stephen Mooring, Environmental Policy Manager Email: stephen.mooring@centralbedfordshire.gov.uk Tel: 0300 300 6241
13.	Determination of the Proposal to Recommission Primary Specialist Provision for Autistic Spectrum Condition in Dunstable -	To deter the proposal to recommitment Primary Specialist Provision for Autistic Spectrum Condition in Dunstable.	12 January 2016		Open Determination of the proposal to recommitment Primary specialist provision for Autistic Spectrum Condition in Dunstable	Executive Member for Education and Skills Comments by 12/12/2015 to Contact Officer: Rob Parsons, Head of School Organisation and Capital Planning Email: rob.parsons@centralbedfordshire.gov.uk Tel: 0300 300 5572

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
14.	Council's Admissions Arrangements for the Academic Year 2017/18 -	This report will seek the Executive's determination of the Council's Admissions Arrangements for the Academic Year 2017/18.	12 January 2016		Open Report	Executive Member for Education and Skills Comments by 12/12/2015 to Contact Officer: Lydia Braisher, Senior Admissions Officer Email: lydia.braisher@centralbedfordshire.gov.uk Tel: 0300 300 4769
15.	Adoption of Community Infrastructure Levy and Planning Obligations Strategy -	To adopt the Community Infrastructure Levy and Planning Obligations Strategy.	12 January 2016	all parties on the CBC database including the Development Industry, Town and Parish Councils, etcetera 22nd June - 3rd August Statutory consultation process set out in the CIL Regulations.	Open Adoption of Community Infrastructure Levy and Planning Obligations Strategy	Executive Member for Regeneration Comments by 12/12/2015 to Contact Officer: Richard Fox, Head of Development Planning and Housing Strategy, Connie Frost-Bryant, Acting Principal Planning Officer, Local Planning and Housing Team or John Goody, Housing Development Officer Email: richard.fox@centralbedfordshire.gov.uk Tel: 0300 300 4105, connie.frost-bryant@centralbedfordshire.gov.uk Tel: 0300 300 4329, or john.goody@centralbedfordshire.gov.uk Tel: 0300 300 4449

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
16.	Housing Strategy for Central Bedfordshire -	To adopt the Housing Strategy for Central Bedfordshire.	9 February 2016	Internal and external stakeholders Wide range of internal and external stakeholders.	Open Housing Strategy for Central Bedfordshire	Executive Member for Regeneration Comments by 09/01/2016 to Contact Officer: Richard Fox, Head of Development Planning and Housing Strategy Email: richard.fox@centralbedfordshire.gov.uk Tel: 0300 300 4105
NON KEY DECISIONS						
17.	Stotfold Community Building -	To seek a decision on the transfer and ownership of the building and all liabilities to Stotfold Town Council.	4 August 2015		Open Report	Executive Member for Stronger Communities Comments by 04/07/2015 to Contact Officer: Peter Fraser, Head of Partnerships & Community Engagement Email: peter.fraser@centralbedfordshire.gov.uk Tel: 0300 300 6740

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
18.	Budget Strategy and Medium Term Financial Plan (Framework) -	The report proposes the medium term financial planning framework for 2016-17 through 2019-20.	4 August 2015		Open Budget Strategy and Medium Term Financial Plan (Framework)	Executive Member for Corporate Resources Comments by 04/07/2015 to Contact Officer Denis Galvin, Head of Financial Performance Email: denis.galvin@centralbedfordshire.gov.uk Tel: 0300 300 6083
19.	June 2015 – Quarter 1 Revenue Budget Monitoring Report -	The report sets out the financial position for 2015/16 as at the end of June 2015	4 August 2015		Open June 2015 – Quarter 1 Revenue Budget Monitoring Report	Executive Member for Corporate Resources Comments by 04/07/2015 to Contact Officer: Denis Galvin, Head of Financial Performance Email: denis.galvin@centralbedfordshire.gov.uk Tel: 0300 300 6083
20.	June 2015 – Quarter 1 Capital Budget Monitoring Report -	The report provides information on the projected capital outturn for 2015/16 as at June 2015.	4 August 2015		Open June 2015 – Q1 Capital Budget Monitoring Report	Executive Member for Corporate Resources Comments by 04/07/2015 to Contact Officer: Denis Galvin, Head of Financial Performance Email: denis.galvin@centralbedfordshire.gov.uk Tel: 0300 300 6083

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
21.	June 2015 - Quarter 1 Housing Revenue Account Budget Monitoring Revenue and Capital Report -	The report provides information on the 2015/16 Housing Revenue Account (HRA) projected outturn revenue and capital position as at June 2015.	4 August 2015		Open June 2015 (Q1) Housing Revenue Account Budget Monitoring Revenue and Capital Report	Executive Member for Corporate Resources Comments by 04/07/2015 to Contact Officer: Denis Galvin, Head of Financial Performance Email: denis.galvin@centralbedfordshire.gov.uk Tel: 0300 300 6083
22.	Quarter 1 Performance Monitoring Report 2015/16 -	To receive the quarter 1 performance management report.	4 August 2015		Open Report	Executive Member for Corporate Resources Comments by 04/07/2015 to Contact Officer: Elaine Malarky, Head of Programmes & Performance Management Email: elaine.malarky@centralbedfordshire.gov.uk Tel: 0300 300 5517
23.	Central Bedfordshire's Five Year Plan 2015-2020 -	To recommend to Council the approval of Central Bedfordshire's Five Year Plan 2015-2020.	6 October 2015		Open Central Bedfordshire's Five Year Plan 2015-2020	Leader of the Council Comments by 06/09/2015 to Contact Officer: Georgina Stanton, Chief Communications Officer Email: georgina.stanton@centralbedfordshire.gov.uk Tel: 0300 300 4438

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
24.	Consultation on the Council's Admissions Arrangements for the Academic Year 2017/18 -	This report will seek approval for the commencement of consultation on the Council's Admissions Arrangements for the academic year 2017/18.	6 October 2015		Open Report	Executive Member for Education and Skills Comments by 06/09/2015 to Contact Officer: Lydia Braisher, Senior Admissions Officer Email: lydia.braisher@centralbedfordshire.gov.uk Tel: 0300 300 4769
25.	Fees and Charges 2016 -	To recommend to Council the revised fees and charges for 2016.	6 October 2015		Open Fees and Charges 2016	Executive Member for Corporate Resources Comments by 06/09/2015 to Contact Officer: Denis Galvin, Head of Financial Performance Email: denis.glavin@centralbedfordshire.gov.uk Tel: 0300 300 6083

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
26.	Council Tax Support Scheme (2016/17) -	The purpose of the report is for the Executive to review the Council's Local Council Tax Support Scheme and address the requirement to recommend to Council the approach to Local Council Tax Support for 2016/17.	1 December 2015	Legal, Risk, Finance, Equalities	Open Council Tax Support Scheme (2016/17)	Executive Member for Corporate Resources Comments by 01/11/2015 to Contact Officer: Gary Muskett, Head of Revenues & Benefits Email: gary.muskett@centralbedfordshire.gov.uk Tel: 0300 300 4097
27.	September 2015 Quarter 2 Revenue Budget Monitoring -	The report sets out the financial position for 2015/16 as at the end of September 2015. It sets out spend to date against the profiled budget and the forecast financial outturn. It excludes the Housing Revenue Account which is subject to a separate report.	1 December 2015		Open September 2015 Q2 Revenue Budget Monitoring	Executive Member for Corporate Resources Comments by 01/11/2015 to Contact Officer: Denis Galvin, Head of Financial Performance Email: denis.galvin@centralbedfordshire.gov.uk Tel: 0300 300 6083

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
28.	September 2015 Quarter 2 Capital Budget Monitoring -	The report provides information on the projected capital outturn for 2015/16 as at September 2015. It excludes the Housing Revenue Account which is subject to a separate report.	1 December 2015		Open September 2015 Q2 Capital Budget Monitoring	Executive Member for Corporate Resources Comments by 01/11/2015 to Contact Officer: Denis Galvin, Head of Financial Performance Email: denis.galvin@centralbedfordshire.gov.uk Tel: 0300 300 6083
29.	September 2015 Quarter 2 Housing Revenue Account Budget Monitoring -	The report provides information on the 2015/16 Housing Revenue Account (HRA) projected outturn revenue and capital position as at September 2015.	1 December 2015		Open September 2015 Q2 Housing Revenue Account Budget Monitoring	Executive Member for Corporate Resources Comments by 01/11/2015 to Contact Officer: Denis Galvin, Head of Financial Performance Email: denis.galvin@centralbedfordshire.gov.uk Tel: 0300 300 6083
30.	Quarter 2 Performance Monitoring Report 2015/16 -	To receive the quarter 2 performance monitoring report.	1 December 2015		Open Report	Executive Member for Corporate Resources Comments by 01/11/2015 to Contact Officer: Elaine Malarky, Head of Programmes & Performance Management Email: elaine.malarky@centralbedfordshire.gov.uk Tel: 0300 300 5517

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
31.	Treasury Management Strategy -	To recommend to Council the approval of the Treasury Management strategy for the period beginning 1 April 2016.	12 January 2016		Open Treasury Management Strategy	Executive Member for Corporate Resources Comments by 12/12/2015 to Contact Officer: Ralph Gould, Head of Financial Control Email: ralph.gould@centralbedfordshire.gov.uk Tel: 0300 300 6779
32.	Draft Budget 2016/17 and Medium Term Financial Plan -	The report proposes the draft Budget for 2016/17 and updates the Medium Term Financial Plan approved by Council in February 2015.	12 January 2016		Open Draft Budget 2016/17 and Medium Term Financial Plan	Executive Member for Corporate Resources Comments by 12/12/2015 to Contact Officer: Denis Galvin, Head of Financial Performance Email: denis.galvin@centralbedfordshire.gov.uk Tel: 0300 300 6083
33.	Draft Capital Programme 2016/17 to 2019/20 -	The report proposes the Draft Capital Programme (excluding HRA) for the four years from 1 April 2016.	12 January 2016		Open Draft Capital Programme 2016/17 to 2019/20	Executive Member for Corporate Resources Comments by 12/12/2015 to Contact Officer: Denis Galvin, Head of Financial Performance Email: denis.galvin@centralbedfordshire.gov.uk Tel: 0300 300 6083

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
34.	Draft Budget for the Housing Revenue Account (Landlord Service) Business Plan -	The report sets out the financial position of the Housing Revenue Account (HRA) and the Draft Budget for 2016/17.	12 January 2016		Open Draft Budget for the Housing Revenue Account (Landlord Service) Business Plan	Executive Member for Corporate Resources Comments by 12/12/2015 to Contact Officer: Denis Galvin, Head of Financial Performance Email: denis.galvin@centralbedfordshire.gov.uk Tel: 0300 300 6083
35.	Budget 2016/17 and Medium Term Financial Plan -	The report proposes the Budget for 2016/17 and updates the Medium Term Financial Plan approved by Council in February 2015.	9 February 2016		Open Budget 2016/17 and Medium Term Financial Plan	Executive Member for Corporate Resources Comments by 09/01/2016 to Contact Officer: Denis Galvin, Head of Financial Performance Email: denis.galvin@centralbedfordshire.gov.uk Tel: 0300 300 6083
36.	Capital Programme 2016/17 to 2019/20 -	The report proposes the Capital Programme (excluding HRA) for the four years from 1 April 2016.	9 February 2016		Open Capital Programme 2016/17 to 2019/20	Executive Member for Corporate Resources Comments by 09/01/2016 to Contact Officer: Denis Galvin, Head of Financial Performance Email: denis.galvin@centralbedfordshire.gov.uk Tel: 0300 300 6083

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
37.	Budget for the Housing Revenue Account (Landlord Service) Business Plan -	The report sets out the financial position of the Housing Revenue Account (HRA) and the Budget for 2016/17.	9 February 2016		Open Budget for the Housing Revenue Account (Landlord Service) Business Plan	Executive Member for Corporate Resources Comments by 09/01/2016 to Contact Officer: Denis Galvin, Head of Financial Performance Email: denis.galvin@centralbedfordshire.gov.uk Tel: 0300 300 6083
38.	December 2015 Quarter 3 Revenue Budget Monitoring -	The report sets out the financial position for 2015/16 as at the end of December 2015. It sets out spend to date against the profiled budget and the forecast financial outturn. It excludes the Housing Revenue Account which is subject to a separate report.	9 February 2016		Open December 2015 Q3 Revenue Budget Monitoring	Executive Member for Corporate Resources Comments by 08/01/2016 to Contact Officer: Denis Galvin, Head of Financial Performance Email: denis.galvin@centralbedfordshire.gov.uk Tel: 0300 300 6083

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
39.	December 2015 Quarter 3 Capital Budget Monitoring -	The report provides information on the projected capital outturn for 2015/16 as at December 2015. It excludes the Housing Revenue Account which is subject to a separate report.	9 February 2016		Open December 2015 Q3 Capital Budget Monitoring	Executive Member for Corporate Resources Comments by 09/01/2016 to Contact Officer: Denis Galvin, Head of Financial Performance Email: denis.galvin@centralbedfordshire.gov.uk Tel: 0300 300 6083
40.	December 2015 Quarter 3 Housing Revenue Account Budget Monitoring -	The report provides information on the 2015/16 Housing Revenue Account (HRA) projected outturn revenue and capital position as at December 2015.	9 February 2016		Open December 2015 Q3 Housing Revenue Account Budget Monitoring	Executive Member for Corporate Resources Comments by 09/01/2016 to Contact Officer: Denis Galvin, Head of Financial Performance Email: denis.galvin@centralbedfordshire.gov.uk Tel: 0300 300 6083
41.	Community Safety Partnership Priorities 2016 - 2017 -	The Community Safety Partnership Priorities 2016 - 2017 are required to come to the Council's Executive to be agreed and recommended to Council for approval.	9 February 2016		Open Report	Executive Member for Community Services Comments by 09/01/2016 to Contact Officer: Joy Piper, CSP Manager Email: joy.piper@centralbedfordshire.gov.uk Tel: 0300 300 4649

Postal address for Contact Officers: Central Bedfordshire Council, Priory House, Monks Walk, Chicksands, Shefford SG17 5TQ

Central Bedfordshire Council Forward Plan of Decisions on Key Issues

For the Municipal Year 2012/13 the Forward Plan will be published on the thirtieth day of each month or, where the thirtieth day is not a working day, the working day immediately proceeding the thirtieth day, or in February 2013 when the plan will be published on the twenty-eighth day:

Date of Publication	Period of Plan
2 April 2015	1 May 2015 – 30 April 2016
22 April 2015	1 June 2015 – 31 May 2016
2 June 2015	1 July 2015 – 30 June 2016
3 July 2015	1 August 2015 – 31 July 2016
31 July 2015	1 September 2015 – 31 August 2016
2 September 2015	1 October 2015 – 30 September 2016
2 October 2015	1 November 2015 – 31 October 2016
30 October 2015	1 December 2015 – 30 November 2016
3 December 2015	1 January 2016 – 31 December 2016
22 December 2015	1 February 2016 – 31 January 2017
1 February 2016	1 March 2016 – 29 February 2017
3 March 2016	1 April 2016 – 31 March 2017

Meeting: Executive

Date: 4 August 2015

Subject: Budget Strategy and Medium Term Financial Plan

Report of: Cllr Richard Wenham, Executive Member for Corporate Resources

Summary: The report proposes the Medium Term Financial Planning framework for 2016-17 through to 2019-20.

Advising Officer: Charles Warboys, Chief Finance Officer and s151 Officer

Contact Officer: Charles Warboys, Chief Finance Officer and s151 Officer

Public/Exempt: Public

Wards Affected: All

Function of: Executive

Key Decision Yes

Reason for urgency/ exemption from call-in (if appropriate) N/a

CORPORATE IMPLICATIONS

Council Priorities:

A sound understanding of the financial climate, a robust plan for the medium term and proper awareness and mitigation of risks are key to enable the Council to further its objectives for the community.

Financial:

1. The planning process takes place against the background of the 8 July 2015 emergency budget, details for individual Local Authorities are not yet known (see paragraph 18) and will be identified in the Autumn Statement expected in December 2015.

The last Spending Review only covered the period to 2015-16 and whilst the national economy shows some positive signs, the Government has signed its commitment to reducing public sector expenditure to address the national deficit.

This means that incoming resources (Formula Funding and other grants) for the next Medium Term Financial Plan (MTFP) are highly uncertain at this stage and significant downward pressure can be anticipated.

Legal:

2. Nothing specifically arising from this report, but the Council is required to set a balanced budget and to undertake consultation on its proposals. See also Equalities and Consultation sections below.

Risk Management:

3. The state of the UK and world economies and other global economic influences will continue to have an effect on growth and their full impact remains uncertain at this time.

Prudent estimates of known factors will be built into the MTFP, along with reasonable estimates where no firm data exists.

Staffing (including Trades Unions):

4. None arising directly from this report.

Equalities/Human Rights:

5. To ensure that any decision does not unfairly discriminate, public authorities must be rigorous in reporting to Members the outcome of an equality impact assessment and their legal duties.

Public authorities must ensure that decisions are made in a way which minimises unfairness and without a disproportionately negative effect on people from different ethnic groups, disabled people, women and men. It is important that Councillors are aware of this duty before they take a decision. When decisions are made, decision makers must have access to the relevant data, including the results of equality impact assessment, and of consultation and involvement, to ensure they reach an informed decision.

Public Health

6. None arising directly from this report.

Community Safety:

7. None arising directly from this report.

Sustainability:

8. None arising directly from this report.

Procurement:

9. None arising directly from this report.

Overview and Scrutiny:

10. This report will be considered by the Corporate Resources Overview and Scrutiny Committee at their meeting on 25 August 2015.

RECOMMENDATIONS:

The Executive is asked to:

1. recognise the risks and uncertainty surrounding the MTFP including the likelihood of further austerity measures in future years;
2. endorse the proposed framework for the updating of the Medium Term Financial Plan 2016/17 – 2019/20 and the preparation of a Budget for 2016/17; and
3. note the approach for the consultation process this year.

<i>Reason for</i>	<i>To put in place a framework to meet the financial challenges</i>
<i>Recommendations:</i>	<i>faced by Central Bedfordshire Council over the medium term.</i>

Executive Summary

11. This report starts the formal process that leads to the setting of a budget and Council Tax rate in February 2016. It sets a framework for the 2016-17 Budget and 2016/17 – 2019/20 MTFP with updated planning assumptions. It also considers the impact of changes in Local Government financing and how these may be addressed.
12. The report also proposes the process for consultation.

Introduction

13. This report sets out the framework for preparing the Council's 2016-17 budget and the annual updating of the MTFP, so that it covers the period to 2019/20.
14. The process and timetable for setting the budget and updating the MTFP up to its approval by Council on 25 February 2016 is also included in this report for consideration.

Policy

15. The Council's constitution and related financial procedures guide the approach to budget setting. In addition, the Council is required to undertake a public consultation exercise on its budget proposals.

Background

16. The budget for 2015/16, which was agreed by Council in February 2015, was set in an environment of tough economic conditions and the continuation of Government's public spending reductions, factors which continue into the present budget setting round. The MTFP identified a budget 'gap' (that is, a requirement for further savings as yet unspecified) of some £6.8 million for 2016/17 and £11.9 million over the following 2 years to 2018/19.
17. The Spending Review announced in 2013 provided an indicative financial settlement for 2015/16 but not beyond, in recognition that a General Election was due to take place in May 2015. This means that there will be significant uncertainty for the next iteration of the MTFP.
18. The emergency budget was delivered by the Chancellor on the 8 July 2015. However, it did not provide detail at an individual local authority level which will be identified in the Autumn Statement expected in December 2015. The emergency budget did, however, announce £37 billion of further spending cuts by 2020, including £12 billion of welfare cuts, £5 billion from tax avoidance and a £20 billion reduction in departmental budgets. Given the protection announced for the NHS and setting Defence spend at 2% Gross Domestic Product is likely to mean further cuts for local authorities than originally planned.

The Chancellor also announced that:

- Public sector pay will rise by 1% per annum.
- Rents in the social housing sector will reduce by 1% a year for four years which will need to be factored into the Housing Revenue Account (HRA) plan.

Some of the measures that were announced will impact on residents of CBC examples include:

- 18-21-year-olds will not be entitled to claim housing benefit automatically, with a new "earn to learn" obligation.
 - The annual household benefit cap will be reduced to £23,000 in London and to £20,000 in the rest of Britain.
19. The MTFP will need to address this through making reasonable and prudent estimates in the absence of confirmed data. Since there is every indication that funding to local authorities will be further reduced, the Council will be required to make further efforts to find savings through service efficiencies in order to avoid service reductions.

Issues

20. The financial plan will address the following issues:
 - (a) the priorities of the Council and more specifically the outcomes it wants to achieve over the medium term under those priorities and the allocation of resources to deliver them;

- (b) changes to the MTFP (revised economic, financial and demographic assumptions and facts);
- (c) the Revenue Budget for 2016-17, including the required level of general fund reserves; and
- (d) the Capital Programme for 2016-17 through to 2019-20.

MTFP as per 2015/16 Budget Report

21. The Council agreed a MTFP on 26 February 2015 which took account of the economic conditions and continuing austerity measures by Government in allocating funding for local authorities.
22. The key figures from this current MTFP are shown in the table below:

Medium Term Financial Plan	2015/16	2016/17	2017/18	2018/19
	£'000	£'000	£'000	£'000
<u>Funding</u>				
Revenue Support Grant (RSG)	29,809	27,424	25,230	23,969
Council Tax Freeze Grant	1,312	1,312	1,312	1,312
Retained Business Rates	32,007	33,984	36,463	38,250
Council Tax	123,381	123,344	124,514	125,695
Total Funding	186,509	186,064	187,520	189,226
<u>Planned Revenue Budget</u>				
Base Revenue Budget Expenditure	379,098	379,632	379,187	380,643
Net Inflation	2,608	2,660	2,714	2,714
Pressures	11,644	9,618	7,009	6,419
Base Income	(193,123)	(193,123)	(193,123)	(193,123)
Total Planned Spending before savings	200,227	198,788	195,787	196,652
Efficiency Savings	(13,717)	(5,956)	(2,151)	(1,617)
Efficiency Savings yet to be allocated	-	(6,767)	(6,116)	(5,809)
Total Planned spending after savings	186,510	186,064	187,520	189,226

23. This Plan enables the Council to achieve and maintain a sustainable level of General Fund reserves over the life of the MTFP. The level of General Fund Reserves at 31 March 2015 was £15.3m (subject to audit).

All of the above projections and in particular Revenue Support Grant and Retained Business Rates were based on assumptions that were current at that time and will need to be refreshed as part of this MTFP.

24. A minimum prudent level of reserves, based on assumptions contained in the agreed MTFP is a range between £11.5m and £25m. This takes into account the Council's expenditure levels, increasing risk profile and investment plans. The strategy for maintaining reserves is set out in paragraph 44 and the minimum prudent level will be reviewed as part of the final budget setting process, to reflect changes such as the Children & Families Act, Care Act, Better Care Fund and integration with the NHS.

Current economic outlook

25. The prospects for the UK economy are improving but the recovery is not yet fully established, with the country experiencing a period of relatively slow growth since the recession. In addition, the UK's credit rating was downgraded from AAA to AA+ by some credit scoring agencies (Standard & Poor's and also Fitch's rating remains at AAA). With the continued reductions in public sector spending, growth rates are expected to remain low in the short to medium term. For households, therefore, the picture continues to look challenging, with low wage rises and comparatively low mortgage approvals.
26. The Bank of England has cut its 2015 growth forecast from 2.9% to 2.5%, and for next year from 2.9% to 2.6%, as governor Mark Carney unveiled his quarterly inflation report (May 2015).
27. In terms of the European economy, The European Central Bank (ECB) in its April 2015 Economic Bulletin reports that a number of factors are supporting the gradual recovery in Euro area economic activity and the labour market.
- Real Gross Domestic Product (measure of economic output) increased by 0.4%, quarter on quarter, in the first quarter of 2015, after growing by 0.3% in the fourth quarter of 2014. The data indicate that the economic recovery has broadened, which can be attributed to several factors. ECB monetary policy measures are contributing to a substantial easing of broad financial conditions and facilitating access to credit for Small & Medium Enterprises as well as for larger firms.
28. The progress made with fiscal consolidation and structural reforms has had a favourable effect on economic growth. Moreover, comparatively low oil prices are bolstering real disposable income and corporate profitability, supporting private consumption and investment, while the weakening of the Euro's exchange rate has helped exports.
29. In line with the broadening of the recovery, the Euro area labour market has continued to improve somewhat, as reflected in gradually declining unemployment. However, unemployment is still high in the Euro area as a whole as well as in many individual countries.

The Greek debt issue is also creating economic uncertainty.

30. Mr Carney also suggested that deflation could emerge during the year, but that inflation was expected to pick up notably towards the end of the year. Inflation was 0% in March for a second month, well below the Bank's 2% target.

The figure marks the lowest rate of Consumer Prices Index inflation since estimates of the measure began in 1988.

31. The Bank of England has revised its interest forward guidance policy.

Outlining the Bank's revised policy, the Governor of the Bank of England said the Bank would now be looking at a wider range of indicators, including wages, productivity and spare capacity within the economy.

Official interest rates remain at the all time low of 0.5% and are expected to remain so until at least Spring 2016 according to the Bank, at which point they might increase to 0.75%.

Longer term, rates are then projected to rise to 1.25% by the end of 2017.

32. The UK jobs market continued to improve. Comparing February to April 2015 with the 3 months to January 2015, the number of people in employment increased by 114,000 (to reach 31.05 million), the number of unemployed people fell by 43,000 (to reach 1.81 million) and the number of people not in the labour force (economically inactive) aged from 16 to 64 fell by 10,000 (to reach 9.02 million). This brings the unemployment rate down to 5.5% (Office for National Statistics).

Strategic and Directorate plans

33. The Council's high level priorities have been reflected in its Medium Term Plan, which identifies specific service outcomes by each Directorate. These defined priorities which are themselves being reviewed as part of the development of a new 5 year Plan for the Council, will become the driver behind the financial assumptions within the MTFP. They will also determine where the efficiencies are to be found and identify cost pressures.

Areas of focus

34. Although still at an early stage of the process, a number of areas for further efficiencies have been identified, which build on the four year efficiencies programme outlined in the 2015/16 MTFP. These include the moving from institutional investment to personal solutions and, the review of contract and tendering arrangements. These will be kept under review as the overall funding parameters become clearer.

Consultation and Communication

35. Last year the Council reprised its Budget 2012 campaign with a comprehensive budget consultation and communications exercise. This involved three phases of activity; market research, consultation and feedback to customers on the budget.
36. The market research included a survey to every household via News Central and a number of budget related questions being included in our bi-annual residents survey.
37. This methodology enabled Members to compare the feedback from the community as a whole with that of a representative sample on a range of issues including:
- Attitudes to Council Tax
 - Perceptions of options for efficiency (including fees and charges)
 - Perceptions of value for money.
38. This feedback was reported to Members to inform their thinking in setting the draft budget, on which the Council consulted and finally communicated.
39. It is not currently envisaged that the full market research exercise on the budget will be repeated again until 2018. However consultation on the draft budget in this financial year will be planned for January 2016 with follow up communications to residents in March 2016.
40. A plan for consultation with businesses will be drawn up.
41. It is not envisaged that there will be any material changes to the Council Tax Support Scheme so such consultation as required will be covered as part of the main budget consultation.
42. Consultation on any individual proposals that result from the MTFP will follow the appropriate route.

Budget Assumptions

43. The current MTFP as agreed at Council in February 2015 includes a number of assumptions that will need to be reviewed and revised as appropriate for the new MTFP. The key factors are detailed in the paragraphs below. The Plan will also be extended a year to include projections for 2019-20.
44. The MTFP included an assumption that reserves would exceed the minimum prudent level at 31 March 2015 and that there will be no further material transfers to General Fund Reserves. General Fund Reserves stood at £15.3m at 31 March 2015 (subject to audit) and will be kept under constant review to ensure that there is adequate protection against adverse risks from economic, financial and other factors.

45. Since the last Spending Review only covered one year (2015/16), and given the recent General Election in May 2015, information for the remaining years is much less predictable. The Government emergency budget on the 8 July did not provide details by Local Authorities, but did indicate that Local Authorities will face even steeper cuts in 2016/17 and beyond than might have been previously envisaged.
46. CBC assumed a further 8% cut in Revenue Support Grant in 2016/17 and 2017/18 and 5% cut in 2018/19.
47. Detailed modelling of projected NNDR receipts is currently underway and will inform the MTFP process.
48. Inflation levels for the current MTFP are set at the rates detailed in the table below:

Table 2 – Current MTFP inflation assumptions

	2015-16 and future years
Employees:	
Pay	1.0%
Increments	0.0%
NI	0.0%
Prices	1.0%
Contracts	1.0%
Income	1.0%

49. These inflation factors will be subject to review, including taking account of new economic data and supplier contract terms.
50. A number of known service pressures have been included in the MTFP, such as those arising from increased demand for care services and an ageing population, pensions strain and capital financing. Other pressures will emerge as the budget process develops. This will in turn increase the level of savings required.
51. Subsequent to the last Spending Review announcement, Government confirmed that both of the original Freeze Grants and any new Grants in 2014/15 and 2015/16 would be 'baselined' into the Formula Grant and will therefore constitute continuing funding.

At this stage it is not known if 'new' Council tax Freeze Grants will be provided for 2016/17 and beyond.

Housing Revenue Account (HRA)

52. Following legislative changes taking effect on 1 April 2012, the Council now 'self finances' the Housing Revenue Account. Central Bedfordshire now retains all rental income from its housing stock, whilst in return, on 1 April 2012, the Council received an allocation of the national housing debt. The Current MTFP includes rental income of £30 – £33m for each of the three years to 2018/19, fully offset by revenue and capital spending, and debt repayment costs.
53. The impact of the Housing Bill 2015 will need to be closely monitored. Housing association tenants will have their right to buy discounts extended to come in line with those offered to Council tenants. In order to fund this, Councils will need to sell 5% of their most valuable housing once it becomes vacant and build more affordable housing with the proceeds in order to increase the national housing supply.

Spending Review 2013

54. The last Spending Review unusually covered only one year – 2015/16, in recognition that a General Election would be held in May 2015. This means that there will be significant uncertainty for next iteration of the MTFP.
55. April 2013 saw the beginning of a number of welfare reforms (e.g. benefit cap, under occupancy subsidy). Funding for the Local Welfare provision is likely to be removed from 2016/17 onwards. The Council has been able to create an earmarked reserve to continue to fund this service in 2015/16, but thereafter there will be an additional budget pressure if this service is to continue.
56. There were also various other announcements covering health and social care pooled budgets, the transfer of the Independent Living Fund to local authorities, investment in the roads network, extension of the Troubled Families programme and introduction of a new Schools Formula from 2015/16. The impact of these will be assessed as far as possible within this MTFP.
57. A major change for the Council is the impact of the Care Act 2014 the first phase of which came onto the statute books on 14 May 2014. It sets out a new framework of local authority duties in relation to the arrangement and funding of social care, along with a number of changes to the regulation of social care providers. It will have a very significant impact on local authorities and the market for social care once Phase 2 of the Care Act is implemented from April 2016. These impacts continue to be tracked and will be reflected in the MTFP.

Budget process – Revenue & Capital

58. The budget process will deliver alignment of the revenue and capital budgets, with a detailed review of the capital programme leading to a realistic budget over the planning timeframe.

59. Budgets will be built up during July to beginning of September. This will include a full assessment of pressures and efficiencies which will then be the subject of formal review at Overview and Scrutiny meetings during January 2016. Following this process there will be further adjustments as required, leading to the preparation of a Final Budget Report with a balanced budget. The timetable allows for comments and recommendations from Scrutiny to be incorporated into the final Budget proposals.
60. Directorate will review their strategies for the next 4 years as part of the MTFP.
61. Directorates will undertake a rigorous review of existing MTFP pressures & efficiencies across all 4 years. If existing pressures increase or efficiencies can no longer be delivered, compensatory efficiencies need to be found. New pressures and efficiencies should be reviewed.
62. Directorate strategies will include a rigorous review of the current Capital Programme and it should be updated to include 2019/20.
63. In summary, the recommended process is:
- 1. Review existing pressures and efficiencies.
 - 2. Review new emerging pressures and efficiencies and key themes.
 - 3. Directorate strategy reviews (mid to late September).
 - 4. Consolidation (October).
64. The baseline for the 2016/17 budget will be the 2015/16 budget. At this stage it is anticipated that the final outturn for the year will be close to budget overall.





Budget Process – Fees & Charges

65. For the 2016/17 budget process, Council approval to Fee & Charges price increases will be accelerated to November 2015 Council rather than February 2016.
66. In addition, it is proposed to introduce price increases from 1 January 2016 rather than 1 April 2016 where possible.

Timetable

67. The key milestones for setting the 2016/17 budget are:
- 6 October 2015 – Executive Fees & Charges Report
 - 20 – 27 October 2015 – All O&S Committees to review proposed Fees & Charges increases
 - 19 November 2015 – Council approves Fees & Charges price increases.
 - 12 January 2016 – Executive Draft Budget Report;
 - January 2016 – Overview & Scrutiny of draft budget;
 - 9 February 2016 – Executive Budget Recommendations;
 - 25 February 2016 – Council approves Budget.

Appendix A – Timeline:

	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16
Directorates Planning								
Budget Framework Executive Report		04-Aug						
Budget Framework Corporate Resources OSC Report		25-Aug						
Consolidated budget planning & development of proposals								
Draft Budget Executive Report							12-Jan	
OSC Scrutiny of Draft Budget								
Business/Others Budget Consultation								
Executive Budget Recommendations								09-Feb
Council Approves Budget								25-Feb

Background Papers:

None

Central Bedfordshire Council

Executive

4 August 2015

Partnership Vision for Education

Report of Cllr Mark Versallion, Executive Member Education and Skills
mark.versallion@centralbedfordshire.gov.uk

Advising Officers: Sue Harrison, Director of Children's Services
sue.harrison@centralbedfordshire.gov.uk

Helen Redding, Assistant Director School Improvement
helen.redding@centralbedfordshire.gov.uk

This report relates to a key decision

Purpose of this report:

1. To provide the Executive with the refreshed Partnership Vision for Education which has been developed following engagement with a range of key partners to support implementation of the Children and Young People's Plan. This included engagement with the Children's Trust Board, the Headteachers and Partners Reference Group, Head and Governor Forums in addition to individuals being offered the opportunity to comment.

RECOMMENDATION

The Executive is asked to:

1. **approve the Partnership Vision For Education.**

Overview and Scrutiny Comments/recommendations

2. The Children's Services Overview and Scrutiny Committee considered the Partnership Vision for Education on 9 July 2015 and recommended to the Executive:-
 - to include comments in the Partnership Vision for Education relating to Special Education Needs and include mainstream headteachers with responsibility for ASD;
 - that officers reflect on the duty/role of parents in the different elements of the Partnership Vision for Education;
 - that the new assessment arrangements be submitted to a future meeting of the Committee; and
 - the revised document be shared with Members of the Executive.

Council Priorities

3. This report supports Central Bedfordshire's Medium Term Plan: Delivering your priorities – Our Plan for Central Bedfordshire 2012-2016 and the specific priority of Improved Educational Attainment.

Corporate Implications

4. All partners' support is required to deliver the Partnership Vision for Education.

Legal Implications

5. None.

Financial Implications

6. None.

Equalities Implications

7. Public Authorities must ensure that decisions are made in a way which minimises unfairness, and without a disproportionately negative effect on people from different ethnic groups, disabled people, women and men. It is important that Councillors are aware of this duty before they take a decision.
8. When decisions are made, decision makers must have the relevant data, including the results of equality impact assessment, and of consultation and involvement, to ensure they reach an informed decision.

Delivering the Partnership Vision – next steps

9. A detailed work programme with clear outcomes and measures will be developed.
10. Governance will be via a Partnership Vision For Education Board. Progress will be reported to the Children's Trust Board and Overview and Scrutiny Committee and to the Health and Wellbeing Board where appropriate.
11. A Launch Event will be planned for early in the Autumn Term where all partners will be asked to sign up to taking their part in addressing the actions and meeting the intended outcomes.

Appendices

The following documents are attached:

Partnership Vision For Education

Appendix 1: Engagement

Appendix 2: Outcome Data 2014

Appendix 3: Ofsted Outcomes May 2015

This page is intentionally left blank



Partnership Vision for Education 2015 - 2019

PARTNERSHIP VISION FOR EDUCATION IN CENTRAL BEDFORDSHIRE

Central Bedfordshire Council's Executive last agreed to a renewed statement of the Council's Education Vision at its meeting on 27 March 2012. The Principles agreed at that time have been refreshed in line with the Vision and Priorities outlined in the 2015 – 2017 Children and Young People's Plan.

Our Vision

We want every child in Central Bedfordshire to enjoy their childhood and have the best possible start in life. We want every child to do well in education, make friends and build strong relationships with their family. As young adults, we want every young person to have the knowledge, skills and qualifications that will give them the best chance of success, so that they are prepared to take their full place in society as a healthy, happy, contributing and confident citizen.

Central Bedfordshire Council recognises that to achieve our vision we must take a collaborative approach across its own services and with a range of partners, including young people and their families, settings, schools, the diocese, academy sponsors, colleges and universities, health partners, local employers and the wider community.

Alone we can do so little; together we can do so much.

Helen Keller

For this to be successful, partners all need to:

- share the goal – to improve the learning, attainment and progress of all children and young people in Central Bedfordshire
- sign up to taking their part, contributing to the agreed priorities and outcomes and tackling underperformance.
- contribute to providing and sharing high quality local information and data that can be scrutinised
- take collective actions to address the issues.
- share best practice with each other.
- contribute to, work in partnership with and access the work of the two Teaching Schools (Central Bedfordshire Teaching School Partnership (CBTSP) and The Acorn Teaching School (TATS)) who are key to the improvement of schools and improvement of outcomes for children and young people in Central Bedfordshire.

Principles

In Central Bedfordshire, all partners will work together, share information and develop successful approaches to learning which have the following principles at their heart:

- 1) **School leadership has the biggest impact on outcomes for children and young people.**
- 2) **That there is a need to improve achievement, progress and outcomes for young people.**

- 3) **That schools should be based around communities and the needs of their learners, ensuring continuity and breadth of provision across the age range, from birth to leaving education, creating a 'one phase' approach to learning.**
- 4) **That what is best for children and families should be at the centre of any change, with children, young people and their families having the opportunity to engage and participate in the shaping of services.**
- 5) **That different models of leadership and governance for schools are encouraged and supported.**
- 6) **That all partners will capture what is working well and publish this in ways that allow others to learn from the success.**
- 7) **That all stakeholders will use this vision to inform the way they respond to changes in local and national educational policy contexts and set revised priorities.**

We will utilise these principles in delivering the outcomes set out in the Children and Young People's Plan and reflected below

- Children and young people at the heart of everything we do
- All children and young people fulfil their aspirations and potential.
- Well led and managed settings, resulting in:
- Improved attainment and progress
- The right skills to be school ready, secondary education ready and work ready
- Excellent behaviour
- Early help easily accessible for all who need it
- Wider opportunities for learning, including extra curricular activities
- Multi agency learning and shadowing opportunities promote shared understanding of work

Education Landscape

Central Bedfordshire has 50 Academies (2 special schools, 1 alternative provision free school, 16 lower schools, 8 primary schools, 12 middle schools, 5 secondary schools and 6 upper schools).

Central Bedfordshire also has 88 maintained schools (2 special schools, 4 nursery schools, 62 lower schools, 11 primary schools, 5 middle schools, 1 secondary school and 1 upper school).

There is a strong emphasis on autonomous schools taking increased responsibility for the development of local improvement capacity.

We now need to demonstrate good system leadership and as the local authority exert different influences and levers both directly and indirectly with schools to tackle underperformance and improve outcomes, making effective partnership even more important.

The local authority works increasingly closely with Regional School Commissioner. This is a new role introduced from 2014 to challenge and support underperforming academies. The Regional School Commissioner reports to central government but does not have statutory powers of intervention.

The Director of Children's Services holds statutory powers of intervention for schools maintained by the local authority i.e. those schools that are not academies or independent schools

The Director of Children's Services is responsible for commissioning sufficient numbers of school

places.

The Director of Children's Services is responsible for the quality of education provided by all schools in Central Bedfordshire

Ongoing curriculum reforms require significant changes in curriculum design in schools.

There are significant changes in assessment processes from 2015, which will impact upon every stage of education, and make comparisons with performance pre 2014 on a like for like basis impossible

A reduction in 6th form funding and increase in employer contribution is having significant impact on secondary and larger school/special school budgets due to their larger staffing complement. This significant budget pressure will need to be managed effectively by the secondary and upper schools.

Where are we now? (2014 data)

3rd Quartile at the end of Early Years Foundation Stage

1st Quartile at the end of Key Stage 1

3rd Quartile at the end of Key Stage 2

2nd Quartile at the end of Key Stage 4

2nd Quartile for young people not in education, employment or training

84% schools good or better compared to 81% national average and statistical neighbour average (December 2014)

Local employers report an issue with young people entering employment with the right skills to be work ready

What will make the Difference?

Six key elements

1. School Leadership

We recognise the impact of inspirational, high quality school leaders, including school governors, and the best teachers in driving educational achievement and progress for all pupils. We recognise that there is a national difficulty in recruiting head teachers and therefore strongly advocate different models of leadership across schools that support school improvement and improved outcomes for children and young people.

What we will do

- ☐ Work with the teaching schools, academy sponsors, head teachers and National Leaders of Governance (NLGs) to

support the development of outstanding head teachers, school leaders and governors, ensuring secure succession planning eg, Leadership Ladder, mentoring scheme, enabling good and outstanding leaders from within and outside Central Bedfordshire to provide school to school support.

- Explore routes to support schools in improving results
- Provide advice and support for schools considering changed models of leadership
- Work with schools and their Governing Bodies in improving school governance by commissioning high quality training opportunities and providing communication forums/mediums that support the changing and increased accountabilities of school governors.
- Work with National Leaders of Governance to provide advice and support to Governing Bodies.
- Encourage and support council staff and local employers to become school governors so that schools have an increased pool of people with the range of skills sets schools need to fulfil their governance responsibilities and achieve our collective ambition.
- Provide local authority governors with briefings about their schools
- Ask schools for feedback on the attendance and performance of local authority governors
- Provide head teachers and chairs of governors the opportunity to discuss their school performance and the quality and impact of support they have accessed with the Director of Children's Services
- Ask chairs of governors and head teachers to share succession plans with the local authority
- Key Stage 4 Standards Improvement Board, chaired by the Executive Member to be established

Intended Outcomes

- Highly effective leadership in schools, evidenced through Ofsted judgements of Leadership and Management demonstrating continued improvement
- Pupil achievement and progress will improve and reach the top quartile at the end of every key stage of education.
- Feedback on Governor training will be at least consistently 'Good'.
- Governors report that they feel equipped to carry out their role.

2. Achieving results in the top quartile in Key Stage tests, including GCSEs and A Levels

Central Bedfordshire Council wants every child to achieve their potential, including achieving well at school. Outcomes at the end of every key stage of education should be in the top quartile, we are aspirational and ambitious for our children and young people. Central Bedfordshire Council wants every school to be at least a good school. Schools are self-managing and autonomous and therefore responsible for their own performance and improvement and we recognise that the majority of schools are able to identify what is working well and what they need to do to improve. Some schools will need some focussed support or intervention.

As champions of children and parents, we tackle underperformance rigorously and broker support where required and, when necessary, use our powers of intervention to protect standards, should the provision and quality for children and young people be seriously compromised. Detail is outlined in our School Intervention Strategy.

We maintain a strong drive to narrow the gap in performance between children who are disadvantaged and those who are not, including our looked after children and those children eligible for Free School Meals.

What we will do

- Work with the Teaching Schools to ensure best practice is shared and outstanding leaders, governors and teachers are recruited, identified and supported to provide school to school support.
- Share successful practice of schools coming together to support cross school moderation and ensure confidence in and accuracy of data.
- Ensure that school leaders and Governors have access to timely performance data that can be used to drive improvement.
- Ensure that governing bodies have access to training opportunities in order to effectively challenge and support school leadership teams regarding all pupils' achievement and progress.
- Ensure that governing bodies have access to training opportunities in order to effectively challenge and support school leadership teams regarding the quality of teaching and learning in classrooms.
- Ask upper and secondary schools to share headline school level predictive GCSE attainment data at two points during the academic year.
- Ask primary and middle schools to share predictive Key Stage 2 data at two points during the academic year.
- Intervene early in schools that are at risk of low performance, including performance of disadvantaged groups.
- Secure/commission a Pupil Premium Champion who will work directly with schools to challenge impact of Pupil Premium and identify and share best practice.
- Work with the Teaching Schools to ensure targeted CPD is available in areas of issue for schools and that best practice is shared.
- Draw on the community and voluntary organisations to support schools with their interventions for children and young people.
- Work together to publicise Central Bedfordshire as a Great Place to Live and Work, and utilise our housing growth to develop provision of available housing for new teachers.

Intended Outcomes

- We will be in the top quartile nationally at the end of each Key Stage
- The Free School Meals Gap and other Vulnerable Pupils Gap will narrow
- We will increase the percentage of good and outstanding schools

3. School Readiness:

We recognise that 'The quality of a child's early experience is vital for their future success. It is shaped by many interrelated factors, notably the effects of socio-economic status, the impact of high-quality early education and care, and the influence of 'good parenting'. What parents and carers do on a daily basis with their children is important. Providers who forge strong partnerships with parents and carers, and work in partnership to develop the home learning environment, help them to improve their child's progress and make a better start at school'.

Ofsted April 2014

What we will do

- Make every contact count – agree key messages relating to school readiness which all professionals will reinforce upon contact with families.

- Health Visitors and Early Years professionals will work together in an integrated way with families to ensure that children in Central Bedfordshire get the best start in life. (School Readiness Partnership Plan)
- Share key health and education information with schools, in partnership with the School Nursing Service, as part of a seamless transition process into Reception in schools.
- Monitor the impact of the Early Years Pupil Premium

Intended Outcomes

- Children will have the skills to be ready for school on admission
- Central Bedfordshire will be in the top quartile at end of Early Years Foundation Stage
- The Free School Meals gap will narrow

4. Improving health outcomes to support improving educational outcomes

The health and wellbeing of children and young people contributes to their ability to benefit from good quality teaching and to achieve their full potential. (Gutman L and Vorhaus J (2012). The Impact of Pupil Behaviour and Wellbeing on Educational Outcomes. London: DfE).

We recognise that promoting the health and wellbeing (including mental health) of pupils and students within settings, schools and colleges has the potential to improve their educational outcomes *and* their health and wellbeing outcomes.

- Pupils with better health and wellbeing are likely to achieve better academically.
- Effective social and emotional abilities are associated with greater health and wellbeing, better achievement and work readiness.
- A positive association exists between academic attainment and physical activity levels of pupils.

What we will do

School Improvement Services, Public Health Services, settings and schools will work together by:

- Ensuring that the School Nursing Service health offer is embedded across the whole school community.
- Ensuring all schools sign up to the 2016 School Health Education Behaviour Survey and collectively use its outcomes to inform changes in practice.
- Sharing best practice case studies of impact of Pupil Premium and Primary Sports Premium.
- Developing School Safeguarding Process self evaluation tool.
- Developing the Central Bedfordshire PSHE/SRE Partnership Network.

Intended Outcomes

- We will be in the top quartile nationally at end of each Key Stage.
- The Free School Meals Gap and Vulnerable Pupils Gap will narrow.
- School attendance rates will improve.
- Childhood obesity will reduce.
- Children's health and wellbeing will improve, and indicators will be in the top quartile nationally.

5. Young people have the skills to be work ready

We recognise the importance of access early high quality independent career advice and work experience opportunities for all young people so that they understand what their further and higher education and career options and choices are.

We recognise the importance of preparing young people to understand and respond to the needs of the employment market

We recognise the importance of working with local employers to ensure that young people have opportunities to develop the skills they need for work and are able to enter the local work place successfully.

What we will do

- Support high aspirations throughout every pupil's learning journey.
- Strongly encourage all middle, upper and secondary schools to sign up to the Minimum Standards for Careers Education, Information Advice and Guidance (CEIAG), and review the effectiveness of this.
- Carry out an analysis of Post 16 learning provision with schools and FE Providers to inform whether we are making the best use of resources to meet the needs and aspirations of young people and the emerging requirements of the local labour market.
- Work across directorates to deliver the Employment and Skills Strategy, supporting employer engagement in schools, the development of Apprenticeship/Traineeship opportunities and improving access to support for our most vulnerable young people.

Intended Outcomes

- Young people will value the Information, Advice and Guidance they receive.
- Young people will have the work skills to secure and maintain employment.
- There will be clear progression routes for all young people for the next level of training/learning and into work.
- The percentage of young people achieving a level 3 qualification will improve.

6. Commission new school places from good or outstanding providers to serve growing communities

- Central Bedfordshire retains its responsibility for commissioning sufficient school places and will continue to apply the following nine policy principles adopted by the Council's Executive in February 2013 for pupil place planning in schools which also support the Council's statutory responsibilities to promote parental preferences, diversity and fair access.
 - Local schools for local children, ensuring a sense of community belonging and also promoting sustainable modes of travel.
 - Creating schools that are of appropriate size to be financially and educationally viable.
 - Support the expansion of local popular and successful schools or to link expanding schools with popular and successful schools.
 - Further promote and support robust partnerships and learning communities.
 - The ambition to achieve a single phase of education 0 -19 and reduce the negative impact of school transfer points.
 - To support the Raising of the Participation Age (RPA).
 - To seek opportunities to create inspirational learning environments for the school and to maximise community use.

- To promote the diversity of provision offered in Central Bedfordshire to increase opportunities for parental choice.
- To support vulnerable learners in Area Special Schools and integrate appropriate Special Educational Needs provision within mainstream schools.

What we will do

- Seek to learn further from the best commissioning systems and develop current systems into an approach that delivers high reliability, high quality improvement while at the same time embodies trust and mutual accountability and learning
- Work with headteachers, Special Educational Needs Coordinators (SENCOs), special school leaders and our parent/carer forum (SNAP) to ensure development of provision for Special Educational Needs and Disabilities (SEND) meets local need both now and into the future.
- Act upon the findings of the Special School/Specialist provision review to plan effectively for future generations of children and young people with Special Educational Needs and Disabilities.
- Ensure that community resources are considered when new schools are built.
- Work with schools to develop sixth form models

Intended Outcomes

- There are sufficient high quality local school places for all children and young people
- Parents/carers are confident in local provision and want to send their children to school in Central Bedfordshire.

Delivering the Partnership Vision – next steps

- A detailed work programme with clear outcomes and measures will be developed

- Governance will be via the Partnership Vision for Education Board and progress will be reported to the Children's Trust Board and Overview and Scrutiny Committee.

Appendix 1

Partnership Vision for Education Engagement

This year the following meetings took place this year to develop the Partnership Vision for Education

Date	Stakeholder
12.01.15	Heads and Partners Reference Group
15.01.15	Head Teachers Briefing Schools requested to take vision back and discuss with School Governors and Leadership Teams and report back.
02.02.15	Cabinet discussion
06.02.15	Health and Wellbeing Board (School Readiness)
12.02.15	Governors Forum
02.03.15	Heads and Partners Reference Group
11.03.15	Corporate Management Team
17.03.15	Portfolio Management Team (PFMT)
13.05.15	Corporate Management Team
08.06.15	Headteacher Briefing
15.06.15	Heads and Partners Reference Group
23.06.15	Governors Forum
17.06.15	Corporate Management Team
30.06.15	Family Nurse Partnership Launch
01.07.15	Unions
09.07.15	Overview and Scrutiny Committee
Planned Engagement	
	Health and Wellbeing Board
	Children's Trust Board

09.07.2015

This page is intentionally left blank

Appendix 2

Partnership Vision For Education 2014 Data

EYFS

- Percentage of children achieving a 'Good level of development' is 57%, 8 percentage points increase from 2013.
- Central Bedfordshire LA is 5 percentage points below the statistical neighbour average (62%) and 3 percentage points below the national average (60%).
- Central Bedfordshire is ranked 11/11 against the statistical neighbours; compared to our ranking of 9/11 in 2013.
- CBC is ranked 107/152 against the national ranking; compared to a ranking of 95/152 in 2013.
- 71 schools/academies out of possible 97 showed a percentage increase
- All schools/academies involved in the EYFS Project saw an improvement

EYFS Free School Meals (FSM) Gap

- The 2014 percentage point gap between pupils eligible for FSM and other pupils achieving a "Good Level of Development" is 24 ppts; 1 percentage point wider than 2013 (23 ppts)
- In 2014 36% of pupils eligible for Free School Meal (FSM) achieved a good level of development in the early years foundation stage compared with 60% of other pupils (national 45% compared to 64%).
- Central Bedfordshire's FSM/Non FSM Gap is 1 percentage point wider than the statistical neighbour gap (23ppts) and 5 percentage points wider than the national gap (19ppts).
- Central Bedfordshire is ranked 10/11 against the statistical neighbours; compared to our ranking of 9/11 in 2013 and 138/150 against the national ranking; compared to a ranking of 121/150 in 2013.

Year 1 Phonics Assessment

- 3 year upward trend in CB of children achieving the expected standard in the Phonics Screening Check
- 2014: 72% (national average 2014 74%)

Key Stage 1

Reading

- There has been a three year upward trend in attainment in reading with 93% achieving Level 2 and above. This upward trend is expected to continue supported by the effective teaching of phonics.
- Central Bedfordshire is 1 percentage points above the statistical neighbour average (92%) and 3 percentage points above the national average (90%)
- Central Bedfordshire has remained 3/11 against the statistical neighbours and is ranked 9/149 against the national ranking

Writing

- Percentage of pupils achieving L2+in writing is 90%; this has remained the same as 2013

- Central Bedfordshire is 2 percentage points above the statistical neighbour average (88%) and 4 percentage points above the national average (86%).
- Central Bedfordshire is ranked 2/11 against the statistical neighbours; compared to our ranking of 1/11 in 2013 and is ranked 9/149 against the national ranking; compared to a ranking of 3/150 in 2013.

Maths

- Percentage of pupils achieving L2+ Mathematics in Central Bedfordshire is 95%, 1 percentage point increase from last year (94%)
- Central Bedfordshire is 1 percentage point above the statistical neighbour average (94%) and 3 percentage points above the national average (92%).
- Central Bedfordshire is ranked 3/11 against the statistical neighbours; compared to our ranking of 2/11 last year and is ranked 14/149 against the national ranking; compared to a ranking of 7/150 last in 2013.

Key Stage 1 FSM Gap - Reading

- The 2014 percentage point gap between pupils eligible for FSM and other pupils achieving at the expected level in Reading is 10 ppts; 3 percentage points narrower than 2013 (13 ppts)
- Central Bedfordshire's FSM/Non FSM Gap is 3 percentage points narrower than the statistical neighbour gap (13ppts) and 1 percentage point narrower than the national gap (11ppts).
- Central Bedfordshire is ranked 1/11 against the statistical neighbours; compared to our ranking of 2/11 in 2013 and 31/150 against the national ranking; compared to a ranking of 41/148 in 2013.

Key Stage 1 FSM Gap – Writing

- The 2014 percentage point gap between pupils eligible for FSM and other pupils achieving at the expected level in Writing is 14 ppts; 2 percentage points narrower than 2013 (16 ppts)
- Central Bedfordshire's FSM/Non FSM Gap is 2 percentage points narrower than the statistical neighbour gap (16ppts) and on par with the national gap (14ppts).
- Central Bedfordshire is ranked 2/11 against the statistical neighbours; similar to last year and 42/150 against the national ranking; compared to a ranking of 36/148 in 2013.

Key Stage 1 FSM Gap – Maths

- The 2014 percentage point gap between pupils eligible for FSM and other pupils achieving at the expected level in Maths is 6 ppts; 4 percentage points narrower than 2013 (10 ppts)
- Central Bedfordshire's FSM/Non FSM Gap is 4 percentage points narrower than the statistical neighbour gap (10ppts) and 3 percentage points narrower than the national gap (9ppts).
- Central Bedfordshire is ranked 1/11 against the statistical neighbours; compared to our ranking of 4/11 in 2013 and 8/150 against the national ranking; compared to a ranking of 49/148 in 2013.

Key Stage 2

Improvement in the percentage of pupils achieving Level 4+ in reading, writing and maths from 71% to 77% in 2014.

Central Bedfordshire is 3 percentage points below the statistical neighbour average (80%) and 2 percentage points below national average (79%).

CBC is ranked 9/11 against statistical neighbours; compared to 11/11 in 2013, and is ranked 105/152 against the national ranking; this is an increase of 37 places compared to 142/152 in 2013

Key Stage 2 FSM Gap

- The 2014 percentage point gap between pupils eligible for FSM and other pupils achieving a L4+ in Reading ,Writing and mathematics is **26 ppts**; 5 percentage point narrower than 2013 (31 ppts)
- Central Bedfordshire's FSM/Non FSM Gap is 3 percentage points wider than the statistical neighbour gap (23ppts) and 8 percentage points wider than the national gap (18ppts).
- Central Bedfordshire's is ranked 9/11 against the statistical neighbours; 2 place increased compared to our ranking of 11/11 in 2013 and 144/151 against the national ranking; 5 place increase compared to a ranking of 149/150 in 2013.

Key Stage 4

The percentage of pupils achieving 5 A*- C GCSEs including English and Maths in Central Bedfordshire is 57.1% in 2014.

Central Bedfordshire is ranked 7/11 against the statistical neighbours; compared to our ranking of 10/11 in 2013, and is ranked 72/151 against the national ranking; 42 place increase compared to a ranking of 114/151 in 2013. This has moved CBC into the 2nd quartile nationally.

Central Bedfordshire is 0.9 percentage points below the statistical neighbour average (58.0%) and 3.7 percentage points above the national average (53.4%).

Key Stage 4 FSM Gap

- The 2014 percentage point gap between pupils eligible for FSM and other pupils achieving 5+ A*-C including English and Maths is **35.6 ppts**; 1.3 percentage point wider than 2013 (34.3 ppts)
- Central Bedfordshire's FSM/Non FSM Gap is 4.3 percentage points wider than the statistical neighbour gap (36.3ppts) and 8.6 percentage points wider than the national gap (27.0ppts).
- Central Bedfordshire is ranked 9/11 against the statistical neighbours; 1 place increase compared to our ranking of 10/11 in 2013 and 138/150 against the national ranking; 4 place increase compared to a ranking of 142/150 in 2013.

NEET data

The proportion of NEET young people is currently 3.7%* and has steadily reduced since 2012. Over this period Central Bedfordshire has performed better than national, regional and statistical neighbour averages. Currently Central Bedfordshire is in the 2nd quartile (42nd out of 152 local authorities)

*Average for November 14, December 14 and January 15

The proportion of young people with an Unknown destination is currently 7.8% and has also steadily reduced since 2012. The confirming of destinations takes place primarily during the annual Activity Survey period (Sept-Jan) and in 2014 Central Bedfordshire was performing significantly better than previous years with an Unknown of 7.8%. However, Central Bedfordshire consistently sits in the 3rd quartile across all local authorities (currently 86th)

Since 2011, Central Bedfordshire has consistently reported increased numbers of 16/17 year olds with an offer of education or training. More specifically, Central Bedfordshire has increased the proportion of offers of learning for:

- 16-year-olds from 86.6% in 2011 to 97.1% in 2014 and;
- 17-year-olds from 76.2% in 2011 86.1% in 2014.

Overall, in 2014, Central Bedfordshire reported 91.4% of 16 and 17 year olds with an offer of learning, which was higher than the statistical neighbour average but lower than the national and regional averages. Despite continuous year-on-year improvements, Central Bedfordshire remains in the 4th quartile (currently 123rd). This is largely due to the difficulty of tracking the movement of approximately 40% of young people that typically attend education and learning institutions out of area

The participation of 16 and 17 year olds in Central Bedfordshire increased in 2013 (December 2014 comparative figures not currently available) to 90.0%, which was higher than the national average but lower than the regional and statistical neighbour averages. In 2013, Central Bedfordshire reported in the 3rd quartile (97th)

Overall effectiveness: how good is the school					
	Outstanding	Good	Requires Improvement	Inadequate	Total Number of Schools
Central Bedfordshire LA	36	79	19	3	137
<u>Phase</u>					
Upper	1	6			7
Secondary		2	3	1	6
Middle	2	11	5	1	19
Primary	2	11	5	1	19
Lower	28	44	6		78
Nursery	3	1			4
SPE		4			4

Leadership and management					
	Outstanding	Good	Requires Improvement	Inadequate	Total Number of Schools
Central Bedfordshire LA	38	79	18	2	137
<u>Phase</u>					
Upper	1	6			7
Secondary		3	2	1	6
Middle	2	11	5	1	19
Primary	4	10	5		19
Lower	28	44	6		78
Nursery	3	1			4
SPE		4			4

Quality of teaching					
	Outstanding	Good	Requires Improvement	Inadequate	Total Number of Schools
Central Bedfordshire LA	33	82	19	3	137
<u>Phase</u>					
Upper		7			7
Secondary		2	3	1	6
Middle	2	11	5	1	19
Primary	2	11	5	1	19
Lower	26	46	6		78
Nursery	3	1			4
SPE		4			4

Behaviour and safety of pupils					
	Outstanding	Good	Requires Improvement	Inadequate	Total Number of Schools
Central Bedfordshire LA	48	83	6		137
<u>Phase</u>					
Upper	1	6			7
Secondary	1	4	1		6
Middle	4	12	3		19
Primary	6	11	2		19
Lower	33	45			78
Nursery	3	1			4
SPE		4			4

Achievement of pupils						
	Outstanding	Good	Requires Improvement	Inadequate	Not applicable*	Total Number of Schools
Central Bedfordshire LA	20	80	19	3	15	137
<u>Phase</u>						
Upper		6			1	7
Secondary		2	3	1		6
Middle	2	11	5	1		19
Primary	1	11	5	1	1	19
Lower	14	45	6		13	78
Nursery	3	1				4
SPE		4				4

* Please note: 15 schools were inspected using the pre September 2009 framework.

Central Bedfordshire Council

EXECUTIVE

4 August 2015

Reducing Reliance on Bed and Breakfast Accommodation Use

Report of Cllr Carole Hegley, Executive Member for Social Care and Housing
(carole.hegley@centralbedfordshire.gov.uk)

Advising Officers: Julie Ogley, Director of Social Care Health and Housing
(julie.ogley@centralbedfordshire.gov.uk)
Nick Costin, Head of Housing Solutions
(nick.costin@centralbedfordshire.gov.uk)

This report relates to a Key Decision

Purpose of this report

1. To outline the financial pressures resulting from a sustained increase in the use of Bed and Breakfast (B & B) accommodation, which is necessary to meet a re-housing duty on a temporary basis for homeless households approaching the Council.
2. To recommend to Council that the Housing Service spend £2million (£2M) of Housing Revenue Account (HRA) funding to acquire 7 to 9 family homes (and/or land to build), which shall be used as temporary accommodation (TA) as an alternative to B&B. These properties to be located in the north of Central Bedfordshire.
3. To outline the situation concerning the Council's Right to Buy receipts and that the recommended acquisitions will reduce the risk of these receipts being repaid to Government.

RECOMMENDATIONS

The Executive is asked to:

1. **note the impact, in particular the financial pressures facing the Council from increased use of B & B accommodation for emergency temporary use; and**
2. **recommend to Council to approve the expenditure of £2M of Housing Revenue Account (HRA) resources for the acquisition of a portfolio of circa 7 – 9 properties and potentially land (for development).**

Overview and Scrutiny Comments/Recommendations

4. The item has not been presented to Overview and Scrutiny due to the pressing need to obtain Executive and Council approval for this key decision.

Issues

5. The Council is under pressure regarding its duty to secure temporary housing accommodation for family and vulnerable single person households in homelessness emergency situations. The Council has this responsibility under part 7 of the Housing Act 1996. During 2014/15, the Council's own temporary accommodation was constantly full so more expensive Bed & Breakfast (B & B) establishments have had to be used as an alternative to meeting this responsibility.
6. Due to the ad hoc nature, B & B costs up to £90/per night/per household and only £20/per night is recoverable through housing benefit. Appendix 1 illustrates how B & B use increased significantly since September 2014.
7. The Council currently has 26 Hostel spaces (including two units reserved for Children's Services) and 13 satellite properties used for temporary accommodation (that would normally provide permanent accommodation). These are all in the south Central Bedfordshire area. Aragon provides three satellite properties for the north of the area but has no more available to the Council. The most frequently used north area accommodation is the Holiday Inn, Sandy, which is costly to the Council
8. The Homelessness Strategy, adopted by Executive in March 2015, identified B&B as a risk. Specific actions have been implemented to manage demand, prevent crisis homelessness and to tackle the root causes of homelessness. In line with the strategy, a range of actions are being progressed to reduce use of B & B. It should be noted that our supply of TA (temporary accommodation) (other than B&B) that is mainly provided by the Council, is income generating within the HRA. For this reason, the business case to increase the use of other types of TA – and use B&B less or not at all – is strong.
9. Whilst the peak B & B use of February 2015 (49 households) has reduced to around 33 households in March, April, and May (through intensive demand management), this is still significantly higher than the average for 2012/13 (4 households) and 2013/14 (6). Costs fall to the general fund. For 2014/15 approximately 35% of a gross expenditure of £0.5M relating to B&B was recovered. The situation is similar in other areas of the south east, including neighbouring authorities, such as Luton who have had 300 households in B & B.

10. Council Officers are currently progressing the purchase of two family homes for temporary accommodation use at a value of approximately £0.45M under delegated authority to the Director of Community Services, in consultation with the relevant Executive Members.
11. On the basis that sufficient TA is purchased into the HRA stock (in the north of Central Bedfordshire), the aim is to reduce B&B expenditure to levels sustained during the two year period 2012 to 2014. That is, minimal use of B&B per month, in exceptional circumstances. The intention is to have in place a “core offer” across the Central Bedfordshire area, with provision in Sandy and/or Biggleswade, Flitwick, and potentially other market towns. The properties sought will be lowest price quartile for the size of the property and will include family sized accommodation and properties capable of multi-occupancy.

Options for consideration

12. Appendix 2 attached outlines the income generated through Right to Buy (RtB) receipts and the timescales before the Council has to “return” this funding to the Government. There are complex restrictions in place but RtB receipts can be used for acquiring private sector homes for affordable housing use. The RtB receipts received to date have to be used within a certain time frame (three years from receipt) and appendix 2 illustrates that to avoid repayment, the Council has to spend £0.386M on affordable housing by end of December 2015 and nearly £1M by March 2016. The intention was to use these receipts to deliver the Croft Green and Creasey Park new homes schemes during 2015/16.
13. RtB receipts can make up 30% of total affordable housing costs. The remaining 70% is Council funded. The proposed expenditures on property purchases would therefore require expenditure from the HRA Capital programme, amounting to approximately £1.715m if the entire spend were £2.45M (made up of £0.45 M under delegated authority and £2M proposed within this report). The HRA Capital programme for the MTFP assumes a net spend of £80M over 4 years, but although we are making good progress with the various schemes (Croft Green, Creasy View etc.), which were intended to use RtB receipts, the strength of the construction industry is such that the market is not responding to deliver quickly. Therefore property acquisition is a “plan B” to optimise the utilisation of RtB receipts.
14. From 2009/10 to 2014/15 the Housing Solutions service has delivered a 45% budget reduction and further efficiencies are being delivered during 2015/16. Efficiencies include £0.2M saving from bringing the north area housing options contract back in house and successful restructuring to merge Housing Needs and Private Sector Housing into a Housing Solutions locality model of service.

The service is lean and is struggling to achieve planned efficiency savings against the back-drop of increased B & B costs.

15. As stated in paragraph 5 above, Council's own TA is income generating. Within this proposal, tenants of the proposed new TA will become tenants of the Council (HRA) and pay rent (and potentially management costs) to the HRA. Consequently as well as reducing general fund expenditure on B & B, the proposal is income generating to the HRA.

Reason/s for decision

16. The proposal to acquire suitable properties for temporary accommodation, primarily in the north area, provides several benefits to the Council. There is a reduced risk to the General Fund (which results in monetary savings); acquisition will help prevent return of RtB receipts to the Government in the short term; homeless families in the north area will be happier that they do not have to move their children out of school, and the Housing Revenue Account will generate income from rents.

Council Priorities

17. The proposed action supports the Council's priorities:
 - promote health and well being and protect the vulnerable
 - value for money – freezing council tax.

Corporate Implications

18. Procurement – Housing Services are working closely with Corporate Assets services to ensure that property acquisitions are value for money for the Council and lower quartile, whilst meeting customer needs.
19. Risk – the risks to purchasing properties from the open market will be reduced by the Council undertaking necessary and appropriate legal and property assessments.

Legal Implications

20. The Council has an interim duty to those approaching the Council as homeless who are eligible for assistance and have an apparent priority need pending a decision as to what full duty (if any) the Council owes. While the interim duty arises when someone first approaches the Council, it can take more than a day for enquiries to be completed in respect of someone's circumstances and during this time the Council owes a duty to ensure accommodation is made available and in certain circumstances the duty is discharged by providing the homeless applicant with temporary accommodation.

The Council would be assisted in discharging its duties in this respect by use of properties owned by the Council for temporary accommodation.

21. Accommodation must be suitable and so provide for other family members who normally reside with a homeless applicant. Use of B & B is restricted as it is not normally suitable for families or those with specific needs e.g. medical or disabilities. Accommodation provided via properties that are owned or managed by a Local Authority are not classed as B & B. As far as reasonably practicable, the Council also has a duty to secure accommodation within their own area for homeless applicants. Consequently, not only would the Council be providing more suitable accommodation for families with Council owned properties but as owner may be able to have available accommodation specifically adapted and so better meet the needs of homeless applicants that may have specific needs.
22. There is risk of legal challenge in all areas of service provision, particularly where resources are scarce and a large amount of money is being allocated a specific way (as opposed to another way a potential challenger seeks). The risks can be minimised if correct democratic processes are followed and there is full transparency by the Council. The Council can defend any challenge if its decisions (and any delegated decisions) are made relying on fully assessed needs of homelessness, the impact strategy has on those who access the service together with all Council residents and in decisions being made based on those assessments. There is robust justification in attempting to meet a high demand for a service provision, which it is obliged to do under statute, and is for vulnerable homeless people.
23. The Council may also be faced with challenges from e.g. neighbours who live next to or near any new temporary accommodation provision. These risks can also be minimised with the measures mentioned above together with consultation with neighbours, correctly following processes e.g. with planning permission (if required) and good management of properties.
24. The Council can guard against challenge further in finding 'Best Value' to supply a service and in continuing to review all the aspects identified above i.e. needs of homeless, strategy and Best Value (particularly if e.g. older houses are bought so that protection of the public purse continues throughout the duration of the Council's ownership).
25. On purchasing the relevant properties or land for redevelopment Legal Services will ensure that there are no restrictions or other matters that would prevent them from being used for TA including houses in multiple occupation.

Financial Implications

26. It is anticipated that there will be slippage in the 2015/16 HRA programme, starting with the Croft Green project (£3m in budget for 15/16 but very little actual spend likely in this financial year). Funding will be available, therefore, for these purchases during 2015/16, with flexibility within the MTFP to scale back other smaller scale regeneration budgets if required. In addition, this investment of HRA resources will achieve revenue savings to the General Fund and will also reduce the risk of Right to Buy (RtB) receipts being paid to Central Government.

Equalities Implications

27. An equalities impact assessment (EIA) was completed as part of the Homelessness strategy development process, and it is available as a background document. The key finding of the Homelessness strategy (EIA) was that the strategy will ensure that more residents are prevented from becoming homeless and those that do become homeless will receive more person-centred support to relieve their homelessness and retain their independence.
28. There are no additional implications arising from this report. The purchase of properties will be beneficial to priority homeless households, often at a point of crisis in their lives.

Conclusion and next Steps

29. The increasing use of B & B since summer 2014 has surprised officers who have been operating consistently for the last few years but is consistent with situation in other local authority areas, including Luton. Reasons include a strong rental market, welfare reforms, uncertainties around access to social housing, and low wages making the private rental sector unaffordable.
30. There are several actions in progress, including a target for speedier homelessness investigations, an independent review process (to reduce appeals), a tougher stance on providing temporary accommodation for customers who appeal, using more Council homes as satellite temporary accommodation, and increasing partnership working with Private Rental Sector (PRS) landlords. Despite a recent reduction in B & B use, current numbers still far exceed the 2013/14 average number of households in B & B.

31. The proposal to utilise £2M of HRA resources to acquire suitable properties for temporary accommodation, primarily in the north area, provides several benefits to the Council. There is a reduced risk to the General Fund (which results in monetary savings); acquisition will help prevent return of RtB receipts to the Government in the short term; homeless families in the north area will be happier that they do not have to move their children out of school, and the Housing Revenue Account will generate income from rents.
32. It is proposed that the Council's HRA progresses purchase of 7 to 9 properties and/or land for development, in the north of Central Bedfordshire for temporary accommodation use.

Appendices

The following Appendix is attached

33. Appendix 1 Graph indicating increasing use of B & B
34. Appendix 2 Right to Buy receipts – 1 for 1 replacements Briefing note

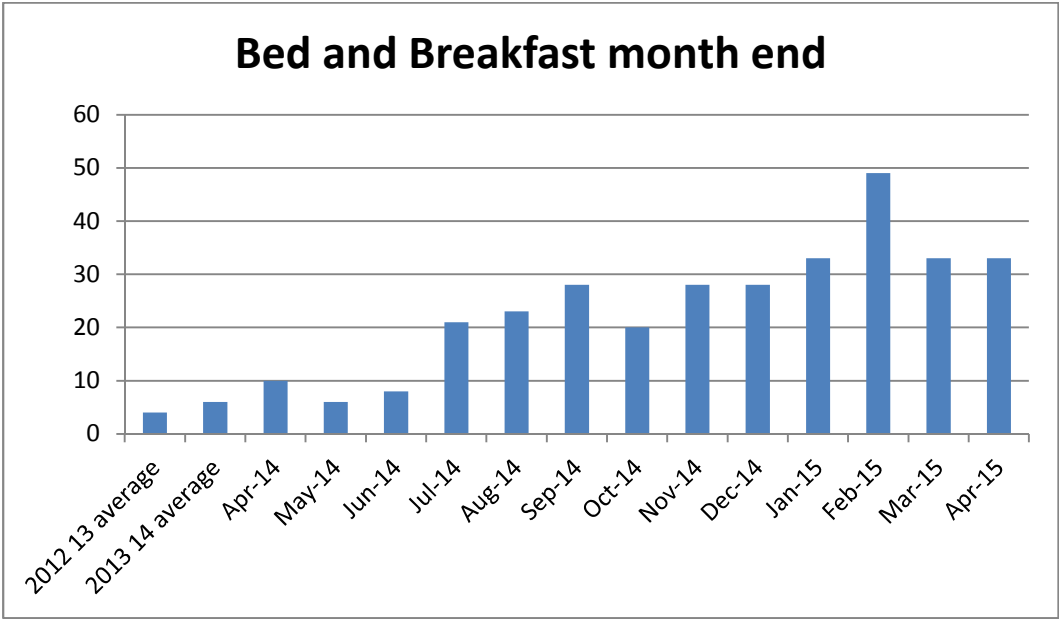
Background Papers

35. The following background papers, not previously available to the public, were taken into account and are available on the Council's website:

None

This page is intentionally left blank

Appendix 1 Graph indicating increasing use of B & B 2014/15



Vertical axis indicates number of households in B & B

This page is intentionally left blank

Appendix 2 Right to Buy receipts – 1 for 1 replacements

New Right to Buy (RtB) discounts and proposals for re-investing the capital receipts came into effect from April 2012. The new regulations gave tenants an additional incentive to execute their RtB, as the maximum allowable discount increased from £34,000 to £75,000 (now £77,000). From July 2014 the maximum discount available increased to 70% on all property types.

The decision to re-invigorate Right to Buy came too late to be captured in the calculations for the self financing settlement. Central government had assumed a certain level of RtB sales when calculating the settlement figure, based on the actual sales from previous years. The model assumed sales of between 6 and 9 units per year for Central Bedfordshire Council for the years 2012/13 to 2016/17, but in reality the following picture has emerged:

Year	RtB Sales assumed in Settlement	Actual RtB Sales
2012/13	6.64	19
2013/14	7.77	30
2014/15	8.72	28

For calculation purposes the Department for Communities and Local Government (DCLG) have used this differential to determine how much extra in capital receipts has been received as a result of the changes to RtB discounts.

The Council had the option of either entering into an Agreement with the Secretary of State to use these extra receipts to increase the stock of social housing for rent, or transferring these sums on a quarterly basis to DCLG for them to redistribute. The Council took the first option, and entered into such an Agreement on 31 August 2012. Under this agreement, receipts arising from additional RTB sales can be retained provided the authority spends a sufficient level of resources on replacement social housing within certain timeframes.

Replacement social housing can be new build council homes, newly acquired council homes (ie existing homes bought on the open market) or social housing provided through local authority grant to housing associations. While it is the Government's intention to encourage an increase in the supply of new housing (new build should always be the favoured option), this does not exclude these receipts being used to buy existing properties for conversion into affordable or social rent.

The Agreement is 'light touch'; there are no conditions on the number of new homes that must be built or acquired, their type, size, location or the rent that must be charged on them.

The level of such receipts must constitute no more than 30% of "the total amount spent on the provision of social housing".

Every quarter in which it receives 1-4-1 receipts, the authority is given three years to spend those receipts on replacement social housing and lever in the

required amount of additional funding for new build or acquisition. The reason for the three-year limit is that the Government wishes to see replacement homes provided as quickly as possible.

For the first three years of the agreement, there is no requirement to return any of the 1-4-1 receipts at all. If the level of spending falls below that required to match the retained amount (i.e. £100 for every £30 retained RTB), after three years the Council will be compelled to return some or all of the RTB receipts, together with interest.

Calculations concerning repayment are complex. Interest is also incurred calculated at four percent above base rate on a day to day basis and compounded.

The table below shows the 1-4-1 receipts retained to date by Central Bedfordshire Council, together with the amounts of spend required to match these receipts to, and the dates at which that spend must be incurred:

Central Bedfordshire Council 1-4-1 retained amounts

Required spend dates	141 retained amount	Cumulative Amount Retained	Cumulative Spend required
	£'000	£'000	£'000
31/12/2015	116	116	386
31/03/2016	174	290	968
30/06/2016	50	340	1,135
30/09/2016	390	731	2,435
31/12/2016	136	866	2,887
31/03/2017	212	1,078	3,593
30/06/2017	175	1,253	4,178
30/09/2017	0	1,253	4,178
31/12/2017	152	1,406	4,685
31/03/2018	376	1,781	5,937

The use of these receipts is restricted to schemes that do not receive Homes and Communities Agency (HCA) funding. The Priory View project has been awarded £1.703m from the HCA, therefore the retained receipts from RtB sales reserved for new build cannot be used on this scheme.

Central Bedfordshire Council

EXECUTIVE

4 August 2015

Dunstable Leisure Centre Redevelopment

Report of Cllr Brian Spurr, Executive Member for Community Services
Brian.spurr@centralbedfordshire.gov.uk

Advising Officers:

Marcel Coiffait, Director of Community Services
Marcel.coiffait@centralbedfordshire.gov.uk

Jill Dickinson, Head of Service
Jill.dickinson@centralbedfordshire.gov.uk

This report relates to a Key Decision

Purpose of this report

1. To approve the procurement of a building contractor for the redevelopment of Dunstable Leisure Centre and delegate authority for the award of contract.

RECOMMENDATIONS

The Executive is asked to:

1. **approve the procurement of a building contractor for the redevelopment of Dunstable Leisure Centre; and**
2. **delegate the authority for the award of contract to the Director of Community Services, in consultation with the Executive Member for Corporate Resources and the Executive Member for Community Services.**

Overview and Scrutiny Comments/Recommendations

2. The Sustainable Communities Overview and Scrutiny Committee considered options for the redevelopment of Dunstable Leisure Centre in January 2015 and recommended to Executive on 10 February 2015 the inclusion of a gross budget of £15.6m in the Council's capital programme to undertake a comprehensive refurbishment project which will also incorporate a new Dunstable library within the leisure centre building.

Background

3. The Leisure Facilities Strategy and Libraries Strategy provide direction for the prioritisation and delivery of these services, and direct the Council's capital investment proposals to meet the needs of customers.
4. The project will address the requirement of the Leisure Facilities Strategy to refurbish the leisure centre, provide the shortfall in health and fitness facilities and also provide a new library for Dunstable. Other public health, social care and advice services may also be accommodated in this building, with the exact facility mix being planned over the coming months following engagement with key stakeholders.
5. The leisure centre and library are important services of great value to our customers and offer opportunities to support a broader public health agenda via the promotion and provision of health and wellbeing services, active lifestyles and positive lifestyle choices.
6. The leisure centre and library service in Dunstable operate from separate buildings which both require substantial investment. Neither the leisure centre nor library meet modern standards for service delivery and consequently are not fit for purpose. An assessment of the repairs and maintenance required to keep these two building operational over the next 5 years exceed £8m, and is otherwise unbudgeted for.
7. Even if investment is made to repair and replace the fabric of the building, further investment to the customer-facing environment at the leisure centre and library would be required at a later date to prevent future service decline and meet the shortfall in health and fitness equipment identified in the Leisure Facilities Strategy.
8. Unplanned closures resulting from mechanical and electrical failures in the buildings currently cause disruption to customers and result in compensation claims from the Leisure Management operator for loss of income.
9. Dunstable Leisure Centre is well located within Dunstable town centre adjacent to a range of education, retail, leisure, recreation and cultural services. It is easily accessed by public transport and has convenient car parking facilities. The Leisure Strategy confirms that the town centre location of this facility is important in meeting the needs of the area and offers a viable location for leisure and library services.
10. The future of library new builds and service models are in co-located settings with benefits for customers and tax payers of extended opening hours and choice in how they receive services.

11. Co-location of services offers further savings for customers and tax payers on utilities, repairs and maintenance and ongoing investment in an otherwise redundant building.
12. The leisure centre building will be transformed inside and out to house the new accommodation. The entrance will be reconfigured to provide for a shared reception area and new café overlooking the refurbished pools. The swimming pool and dry side changing rooms will be renewed and the sports hall will be redecorated. Reconfigured space on the ground and first floor will reorganise the internal layout and accommodate a library and extended health and fitness space. There will be space to accommodate activities for exercise, sports clubs, community hire and public health services.
13. The project is also an important part of the overall regeneration of Dunstable and will deliver a range of outcomes:-
 - Securing a long term future for a modern, efficient and fit for purpose leisure centre and library service in Dunstable for our customers.
 - Longer opening hours for the library and increases in footfall.
 - Providing the shortfall in health and fitness equipment.
 - Savings on the annual running costs and capital investment liabilities of two building.
 - A transformation to the external appearance of the leisure centre to match the theatre and new college buildings in the surrounding area.
 - The potential for other aligned services to deliver improved services to their customers by being co located and housed within a new building.
 - An opportunity to realise capital from our redundant library building to support the cost of redevelopment.
 - Further redevelopment opportunities at the vacant Vernon Place site to support the regeneration of the town.
14. The project will be implemented in 2015/16 and 2016/17 with completion being planned at the end of 2017. Key stages include the following, with some stages running concurrently;
 - Concept design development, and any specialist surveys July – September 2015
 - Main building contractor procurement August 2015 – November 2015
 - Pre planning stakeholder engagement September – October 2015
 - Detailed design development September 2015 – January 2016
 - Procurement of subcontractors November 2015- September 2016

- Planning application submitted January 2016 for approval by May 2016
- Construction period October 2016 – November 2017.

Next Steps

15. In order to progress the redevelopment project the next step is to prepare for the procurement of a main contractor to undertake the construction work to redevelop the building. As set out in the procurement section of this report, following consultation with the Chief Procurement Officer it is recommended to undertake a two stage design and build procurement route, using the Southern Construction Framework to procure the main contractor.

Reasons for decision

16. Approval to commence the procurement of a main contractor will ensure the project programme remains on track for completion towards the end of 2017. By delegating the authority to award the contract to the Director of Community Services, in consultation with the Executive Member for Corporate Resources and the Executive Member for Community Services, it has the benefit of keeping the programme to a minimum and limiting any costs by commencing the building contract.

Council Priorities

17. The implementation of the Leisure Facilities Strategy is a high level target in 'Delivering Your Priorities' within the Council's Medium Term Plan and supports the following Council priorities:
 - Enhancing Central Bedfordshire – creating jobs, managing growth, and enabling businesses to grow.
 - Promoting health and wellbeing and protecting the vulnerable.
 - Great universal services –leisure
 - Value for money – freezing Council tax.

Corporate Implications

Legal Implications

18. (a) The procurement process and contract award must comply with the Council's contract standing orders where applicable and be properly authorised in accordance with the Council's Constitution. The Council's Executive Arrangements and Regulation 8 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 confirm that key decisions must be taken by the Council's Executive.

- (b) The Council is subject to the requirement to obtain best value in the procurement process because it is a best value authority for the purposes of the Local Government Act 1999. The act requires the Council to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness. To this end, the Council must be satisfied that its procurement process achieves best value in terms of price and quality.
- (c) The procurement of a building contractor must comply with the requirements of the Public Contracts Regulations 2015 and, if the procurement is pursuant to a framework, the rules and requirements prescribed in the framework.
- (d) The Council must also ensure that the procurement process complies with the EU Treaty principles of proportionality, equal treatment, transparency and mutual recognition. Compliance with procurement regulations and EU Treaty principles will ensure a robust process.
- (e) The building contract should be based on a suitable industry standard contract and be approved by legal services. The contract should be completed to ensure the Council is sufficiently protected whilst maintaining commercial viability.

Financial Implications

- 19. A gross budget of £15.6m is approved for this project. £1,997m in 2015/16, £12,863m in 2016/17 and £600k in 2017/18 is included in the Council's capital programme, approved by Council on 26 February 2015.
- 20. A financial affordability assessment was undertaken by comparing the potential funding (the sum of prudential borrowing and capital receipts) against the capital cost of providing the facilities. The assumptions are that:
 - a) A capital receipt for the sale of Dunstable Library of £1m will be delivered and required in full to support the project.
 - b) Capital borrowing used by the Council at this stage is based on a 25 year loan term at an interest rate of 3.94% plus allowance for a Minimum Revenue Provision (MRP) principal repayment. The borrowing costs, based on the projected interest rates and MRP mean that revenue of £79,400 is required to support each £1m borrowed.

- c) The likely potential change in revenue performance of the leisure centre is assessed (shown as an annual average over the first 10 years of operation) and is compared with the revenue performance of the existing facility over the 3 last years. The anticipated change in annual net revenue operating position of the leisure centre following this redevelopment is an improvement of £467,805.
- d) An improvement in annual revenue performance as a result of refurbishment (compared to current performance) will be used to fund a proportion of the capital repayments via prudential borrowing. Using borrowing calculations supplied by the Council's finance team the additional borrowing potential has been estimated, i.e. how much capital can be financed using the improved annual revenue position.
- e) Capital borrowing afforded by the redevelopment

Net Capital cost	Change in net revenue operating position of the leisure centre	Capital borrowing that could be supported by the improved annual revenue performance
£14,575,700	(£467,805)	£5,891,749

- f) Net revenue impact of borrowing

Revenue Improvement	(£467,805)
Revenue Impact of Net Capital Expenditure (the cost of borrowing)*	£1,157,311
Net annual Revenue Impact	£689,506

* £79,400 revenue impact per £1m multiplied by estimated net capital cost

21. The current library running costs of £95k per annum will cease and will be realised when the building is sold.

Equalities Implications

22. Public authorities have a statutory duty to promote equality of opportunity, eliminate unlawful discrimination, harassment and victimisation and foster good relations in respect of nine protected characteristics; age disability, gender re-assignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

The improvements to the leisure and library facilities aim to enhance customer experience and promote equality of opportunity by providing civic space to accommodate a range of co-located services within a building which is accessible, and extending opening hours so that customers have more choice about when and how they access the services.

Risk Management

23. A number of risks have been considered and are considered in more detail below;
 - a) Council priorities; Investment in Dunstable Leisure Centre and Dunstable Library which improves and extends the Council's infrastructure directly helps deliver Great Universal Services and Promotes Health and Wellbeing and helps make Central Bedfordshire a Great Place to Live and Work.
 - b) Reputational risks; Delivery of the approved Leisure Facilities Strategy and Library Strategy supports the Council's Medium Term Plan.
 - c) Risk to customer satisfaction: Investment in the Council's leisure facilities improves customer satisfaction at those facilities where investment is undertaken. Without expenditure the Council risks periodic closure which has a negative impact on customer satisfaction and confidence. In time the facilities will become uneconomic to run and will face potential closure.
 - d) Financial Risks; The capital cost is an estimate based on benchmarked rates per m² and there is a risk that costs could increase as the project develops due to unknown or unforeseen factors. Alternatively, the actual costs could transpire to be lower than estimated. The capital receipt of £1m from Vernon Place library building is an estimate, and could be higher or lower, and may not be realised if the site is not sold. Building costs are increasing at present, and any delays in procurement are likely to lead to capital cost increases which will impact on the affordability of the scheme. Borrowing costs may also rise from historically low levels in the short to medium term. In addition, any slippage extends the annual costs of running the library from Vernon Place. Further funding opportunities are being considered including the sale of redundant assets and securing developer contributions from nearby developments. The revenue income used to pay for prudential borrowing has not yet been secured and would not be received until after the total capital expenditure has been made in 2017/18, and that once the operation of the facility commences, income is profiled to reflect how the centre operation develops to its maximum potential during and after the third year of operation.

- e) Health and Safety; The leisure centre and library is already failing and has had periods of closure to undertake remedial repairs. At the leisure centre there is a risk that any further failure of the pool hall ceiling would result in permanent closure of the pool due to the failure of the pool tank tiling once the pool is emptied.
- f) Repairs, maintenance and running costs; Vernon Place and the library cost £95k per annum (cleaning, grounds maintenance, utilities, minor repairs and maintenance, rates), and capital costs of £863,000 (currently unbudgeted for) are estimated to keep the library operational over the next 5 years. The co-location of leisure and library services gives the Council the opportunity to limit its ongoing liability to maintain, operate and manage two separate buildings.
- g) Any refurbishment will require periods of closure which will incur costs for loss of income from the leisure management operator, and consideration of how customers could be accommodated at other facilities. The Council and the current operator would need to agree these costs. It is likely that a series of temporary closures would cause more disadvantages for customers in disruption to services, and temporary access and service arrangements.
- h) Communication Strategy; This project is a key component of the overall regeneration of Dunstable and delivers improvements and opportunities which support a number of the Council's objectives on health and wellbeing and freezing Council tax. A clear communication and marketing strategy will be required so that the rationale and benefits of the scheme are clearly articulated to key stakeholders and the wider community. The strategy will also mitigate the risk of any declining customer loyalty and to promote the benefits of the new facility.

Public Health

24. Leisure and library facilities are key community health resources which provide safe civic space for people to take part in healthy and active lifestyles which support the Council's Health and Wellbeing Strategy. Implementation of the Leisure Facilities Strategy and Libraries Strategy ensures there is a sustainable and high quality infrastructure for local communities to access services and engage in regular physical activity to help prevent ill health, generate long term improvements in overall levels of health and wellbeing and thereby reducing the costs to society, particularly for the NHS and social care.

Community Safety

25. Under section 17 of the Crime and Disorder Act 1998 the Council has a statutory duty to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder within its areas. Leisure and library facilities and the activities that they offer provide positive opportunities, particularly to young people, who may otherwise engage in activities that may be criminal or anti-social.

Sustainability

26. Extending and improving opportunities that increase the number of people accessing library service and participating in sport and physical activity through a network of good quality, accessible and readily available facilities reduces the need for customers to travel to other local authority areas to participate in these activities.
27. Maintaining Leisure Centres and libraries at a local level are significant contributors to the Council's carbon footprint (12%) and improving energy consumption/efficiency (which also has benefits in terms of lower running costs) through refurbishment and redevelopment is a key objective.

Procurement

28. The Procurement Strategy for Dunstable Leisure Centre has been developed in consultation with the Chief Procurement officer. It has considered the options available for the procurement of redevelopment of Dunstable Leisure Centre, the various commercial approaches to pricing and whether to procure the project via a framework; or use the OJEU procedure.
29. The broad purpose of contract procurement is to appoint an appropriately skilled contractor, with the right team, agreed costs, programme and appropriate transfer of risk. A structured and systematic approach is required in order to select the most suitable option for Dunstable Leisure Centre.
30. A number of procurement routes have been considered and a 2 stage design and build approach is considered to be the most suitable option for this project, procured via a framework.

Conclusion and next Steps

31. Approval to commence the procurement of a main contractor for the redevelopment of Dunstable Leisure Centre is the next step in the implementation of this project, and is recommended to Executive.

Appendices

None

Background Papers

None

Central Bedfordshire Council

EXECUTIVE

4 August 2015

Stotfold Community Building

Report of Cllr Richard Wenham Executive Member for Corporate Resources
(richard.wenham@centralbedfordshire.gov.uk)

Cllr Andrew Turner Executive Member for Stronger Communities
Andrew.turner@centralbedfordshire.gov.uk

Advising Officer: Peter Fraser, Head of Partnerships, Community
Engagement and Youth Support.
(peter.fraser@centralbedfordshire.gov.uk)

This report relates to a Key Decision

Purpose of this report

1. To seek a decision on the transfer of Stotfold Community Building, comprising a community hall, meeting rooms, community space, an office suite for Stotfold Town Council, reception area, kitchen and other ancillary facilities, and all future liabilities and responsibilities for them, to Stotfold Town Council.

RECOMMENDATIONS

The Executive is asked to:

1. **authorise the transfer of the Stotfold Community Building, comprising a community hall, meeting rooms, community space, an office suite for Stotfold Town Council, reception area, kitchen and other ancillary facilities, and all future liabilities and responsibilities for them, to Stotfold Town Council.**

Overview and Scrutiny Comments/Recommendations

2. It is requested that the decision be taken at Executive on 4 August due to the imminent construction of the building by the developer.

Background

3. The Stotfold Community Building forms part of the land south of Stotfold development, providing 650 dwellings. The Section 106 Agreement for the development requires the developer (Taylor Wimpey and Persimmon) to provide amongst other infrastructure, a community building. The Community Building will be offered to Central Bedfordshire Council (CBC) to accept on its own behalf or on behalf of another public authority e.g. Stotfold Town Council (STC).
4. The developer was granted planning permission for a Community Building in July 2014. Officers have worked alongside STC for the last 18 months to shape the specification. The building now comprises:
 - A Community Hall 306m²
 - Office / community activity area 38.1m²
 - Meeting space 100m²
 - Town Council offices 90m²
 - Ancillary facilities e.g. kitchen, toilets and storage
 - Car parking and garden area.
5. The developer must also pay a range of annual commuted sum payments. These contributions have been listed below. The amount is index linked and will therefore rise year on year.
 - Community Building Maintenance Sum - £449.43 for 20 years
 - Community Building Salary Cost - £12,000.00 for 9 years
 - Community Building Salary Insurance Cost - £205.00 for 9 years
 - Community Building Insurance Cost - £1144.85 for 20 years.

Options for the transfer, ownership and management of the Community Building

6. Options for the future ownership and management of the Community Building have been considered by officers from Partnerships and Community Engagement, Assets, Planning and Legal and are set out briefly in paragraphs 9-12 below.
7. The options have been considered in the context of the S106 legal agreement; discussions that took place between STC and Mid Bedfordshire District Council, prior to the creation of CBC, as well as the principles in the Community Engagement Strategy: to enhance the role of Town and Parish Councils; enable more services to be delivered locally; and enhance local communities.
8. Each of the options for transfer requires CBC to accept the Offer Notice; subject to the facilities being completed to an adoptable standard.

9. **Option 1: STC holds the freehold and is entirely responsible for the Community Building.** Under this arrangement STC would have full responsibility for the building. As the new building includes office space for STC they would operate it on a day to day basis.
10. **Option 2: CBC holds the freehold and grants a lease to STC to manage and operate the site on a day to day basis.** This would require a lease to be granted by CBC to STC.
11. **Option 3: CBC does not accept the offer of the building either on its own behalf or on behalf of STC.** The developer is obliged to find a Management Company or prepare a Management Plan describing management arrangements acceptable to CBC. This option is not recommended as it would impact significantly on the relationship with STC and the developer and our credibility with regard to future developments and S106 Agreements.

Recommended decision

12. Option 1 is the recommended option. CBC would offer its support and advice to STC during the construction of the building and in the handover process, especially surveyor input and snagging visits.

Reason/s for decision

13. The working assumption, based on the history of discussions between STC and Mid Bedfordshire District Council and latterly CBC was that the Community Building would be owned and managed by STC; who have set up a Building Committee for the purpose of providing the strategic direction and governance arrangements for the realisation of the new building.
14. STC's expectation has always been to own and manage the building and they have contributed significant amounts of time and skill throughout the past three years to ensure the development brings forward facilities that significantly enhance the settlement as a sustainable community and a focal point for existing and new residents of the settlement.
15. The office space vacated by STC will provide the library with an opportunity to expand and offer additional services as a community hub to the residents of Stotfold.

Timescales

16. The S106 Agreement provides for the Community Building to be 'offered' to CBC, which CBC may accept on its own behalf or on behalf of another statutory or public authority (which may include the Town Council). Construction of the building is planned to start in late summer 2015.

Council Priorities

17. The preferred option described above meets the Council priorities listed below:
- *Enhancing your local community – creating jobs, managing growth, protecting our countryside and enabling businesses to grow.*

Accepting and transferring the community building to STC is an appropriate means to enhance Stotfold; enabling the facility to be used as a village asset and a focal point for new and existing residents, thereby helping to create a sustainable community.

- *Value for money and great universal services*

Whilst the offer to the residents of Stotfold is significantly enhanced this is achieved at no cost or liability to CBC.

Corporate Implications

18. In respect of the need to provide support to manage the construction of the building, some CBC staff time may be required in the short term.

Legal Implications

19. The offer, transfer and ongoing liabilities for the Community Building will be governed by the Section 106 Agreement.
20. The S106 property provisions dealing with the Community Hall state: *“the transferee shall covenant with the transferor not to use the individual property other than as the site of and for the purposes of a community hall”*.

Financial Implications

21. If in the future STC wish CBC to accept a transfer from them of the Community Building there could be stamp duty land tax costs to CBC.
22. The commuted sum will be held by CBC and available to STC to assist the operation and maintenance of the Community Building.
23. There are no anticipated ongoing costs (capital or revenue) to CBC.

Equalities Implications

24. CBC has a statutory duty to promote equality of opportunity, eliminate unlawful discrimination, harassment and victimisation and foster good relations in respect of nine protected characteristics; age disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. The development of Stotfold Community Building and the proposal to transfer it to STC will create a variety of positive opportunities for the community.

Conclusion and next Steps

25. The new development in Stotfold will increase the size of the village. STC's aspiration is that the new Community Building will provide a focal point for new and existing residents to come together and encourage community cohesion. The Community Building needs to be seen to be a local asset that thrives on local resident volunteer input. As such an acceptance and transfer of ownership on behalf of STC is appropriate.
26. CBC will continue to work with the developer and STC to conclude the transfer.

Appendices

27. None

Background Papers

28. None

This page is intentionally left blank

Central Bedfordshire Council

EXECUTIVE

4 August 2015

Term Highways Services Contract Award

Report of Cllr Spurr, Executive Member for Community Services
(brian.spurr@centralbedfordshire.gov.uk)

Advising Officers: Marcel Coiffait, Director of Community Services
(marcel.coiffait@centralbedfordshire.gov.uk)
Jade Taylor (jade.taylor@centralbedfordshire.gov.uk)

This report relates to a Key Decision

Purpose of this report

1. The current Central Bedfordshire Council Highways contract ends on 31 March 2016. A procurement exercise has been undertaken to secure a new contract that reflects the current priorities of CBC, with flexibility incorporated for a changing environment. This report seeks to secure agreement from Executive to award the new Term Highways Services Contract.

RECOMMENDATIONS

The Executive is asked to:

1. **award the new Term Highways Services Contract (Lot 1) for a period of seven years with a potential maximum extension of a further seven years to Contractor A who submitted the most economically advantageous bid (the best combination of quality and price); and**
2. **agree not to award Lot 2 (Grass Cutting) and Lot 3 (Vehicle Maintenance) and seek to procure these services through a separate procurement exercise.**

Overview and Scrutiny Comments/Recommendations

2. On 18 September 2014 the Sustainable Communities Overview and Scrutiny Committee recommended that the Executive support the proposal to proceed with a new Highways Contract Renewal Project. This included the following elements which the Executive subsequently agreed on 14 October 2014:

- that the Term Maintenance Contract Plus (TMC+) be approved as a contract model for the Council from 2016-2023;
 - that a nominal seven year contract term, with a maximum extension period of a further seven years be approved;
 - that the continuation of an Assets Management approach and the preparation of a new Highways Asset Management Plan be approved; and
 - that the Network Maintenance Management Plan and the Road Safety Strategy Targets be utilised for the purpose of procuring the highways contract.
3. The procurement process has now been completed in line with the above recommendations, consequently this report has not gone back to Overview and Scrutiny Committee.

Background

4. The Council's current highways contract is a Managing Agent Contract (MAC) delivered by Amey. This contract ends on 31 March 2016. In preparation for procuring a new contract for the delivery of highways services from 1 April 2016, a range of contracting models were considered and it was determined that a Term Maintenance Contract Plus (TMC+) would be most suited to meet the Council's priorities moving forward. This was confirmed by Executive on 14 October 2014. The procurement exercise has been undertaken and this report seeks authorisation to award the Term Highways Services Contract.
5. The contract is based upon Highways Maintenance Efficiency Programme (HMEP) documentation which is a sector led transformation initiative designed to maximise returns from investments and deliver efficiencies in highways maintenance services. The use of HMEP is a Government preferred route and may be taken into consideration when the Government awards future grant funding.

Benefits of the New Contract

6. In seeking a new type of contract the Council aims to have greater control and influence about what will happen on the highway network resulting in a positive impact on quality control and customer satisfaction. The new contract is expected to drive efficiencies resulting in significant savings for the Council.
7. The new contract will enable the Council to retain the benefits of a single provider whilst increasing control of the highway network and raising the profile of the Council as the organisation responsible for highways. The new contract will drive continuous improvement in both productivity and quality, enabling the Council better to respond to our customers.

8. A TMC+ differs from a MAC, in that the Council takes on a more prescriptive role with increased monitoring and therefore requires a larger client team. The new client team will consist of staff TUPE'd from the existing provider and an enhanced contract management team. A larger client team will enable the council to exert more quality control, improve the customer experience and undertake proactive asset management. A larger team will facilitate greater colleague engagement and collaborative working, reduce duplication and provide greater resilience.
9. It is envisaged that posts relating to: asset management, Highways IT systems, customer liaison and audit, will be brought in-house (from the current Provider) to facilitate contract delivery. While some new posts will need to be created to undertake the approval of the Provider's target pricing application, financial applications, monitoring and contract management, there is no budgetary pressure as this is funded from costs currently within the existing contract. The CBC staff who will deliver highways services will be co-located with the TMC+ Contractor's staff.

Costs

10. A comparison has been undertaken between current and proposed rates and targets. This demonstrated a significant cost reduction between the current MAC and the proposed TMC+, therefore we expect to make significant savings.
11. It is anticipated that the majority of work going through this contract will be Option C (Target Cost). Target Costs encourage and reward continuous improvement both for the Provider and the Council throughout the duration of the contract.
12. The Council will bring some functions back in-house. Although this will result in a realignment of what is spent on salary costs and contract costs this will still result in a significant saving. Allowance has been made to accommodate the staff in the Provider's offices. There will be a requirement for additional financial support and this has been allowed for in the revised organisational structure. Therefore, although a number of staff will be coming back in-house there will not be a significant impact on support services.

Procurement

13. The procurement of the Term Highways Services Contract to deliver highways services from 1 April 2016 has been conducted in accordance with national and European procurement regulations and in line with the procurement policy of Central Bedfordshire Council.
14. Consultants assisted the Council to prepare the HMEP documents and expert legal advice was sought to confirm the final document set prior to publication of the Invitation to Tender.

15. Contractors were invited to submit a Pre-Qualification Questionnaire (PQQ). Seven PQQ's were received; all 7 were assessed as suitable to receive an Invitation to Tender.
16. Contractors were invited to bid for 3 lots with Lot 1 (the main highways services contract) being a mandatory bid. Lots 2 and 3 were small scale additional services and are not the main focus of the procurement exercise.

Lot 1: Main Term Maintenance Contract (TMC+) (Mandatory bid)
Lot 2: Grass Cutting
Lot 3: Vehicle Maintenance.
17. Six contractors submitted bids on 4 June 2015 and on 11 June 2015 all 6 contractors delivered a presentation on their ability to deliver the contract. An officer/Member panel reviewed and scored the submitted tenders in accordance with the authority's procurement rules based on the following split; Quality: 40%, Costs: 50%, Presentation: 10%.
18. The Quality Assessment considered the following areas:
 - Environment
 - Equalities
 - Health & Safety/Quality Assurance
 - Data Handling
 - Business Continuity
 - Method Statement
 - Communications
 - Monitoring
 - Localism
 - People and Contract Management
 - Supply Chain
 - Continuous Saving and Efficiencies
 - Cost Management
 - Customer Satisfaction
 - Waste Management and Recycling
 - ICT
 - Risk Management on Option C Works
 - Driving Cost Value
 - Supporting Apprenticeships
 - Design Management
 - Key Performance Indicators.

19. The financial evaluation for Lot 1 was comprised of the following areas:

Area of Cost Evaluation	Cost Evaluation Criteria	Percentage sub-weighting
Total cost	Lowest cost of total all works	60%
Basket of Opt A rates	Lowest cost of total Opt A basket	10%
Fee %	Lowest %	5%
Affected Property Overhead	Lowest cost of Affected Property Overhead	10%
Compensation Event	Lowest cost of CE items (Opt C items)	10%
Sensitivity Analysis	Lowest cost of scheme change	5%

20. The tender with the lowest cost (that has met all quality thresholds) gained full marks available for the price element of the evaluation in each area. All other tenders over and above the lowest price tender scored a proportion of the marks available on a pro-rata basis. This was calculated using the percentage their cost would need to reduce to match the lowest price and reducing their score by the same percentage. This was calculated using the following formulae:-

$$\frac{\text{Lowest cost offered /or Lowest \%}}{\text{Price /or Fee \% offered by a particular tenderer}} \times \text{Sub weighting \%} \times 50 \text{ MARK overall cost score}$$

21. The Financial Assessment was conducted by requesting prices and cost breakdowns from each bidder to enable a comparison to be made. This was based on the entire expected cost of the core 7-years of the proposed contract, including; mobilisation, expected works costs for all areas of the service, and all fees and overheads.
22. A Cost Model spreadsheet was supplied to each bidder detailing items that were to be priced, with references made to the service information documents, network information documents, standard drawings and specifications, and sample scheme drawings and specifications.
23. The quantities and schemes used in the Cost Model were based on previous years work and budgets. A sensitivity analysis was undertaken, whereby quantities of capital-funded schemes were reduced to a worst-case scenario, with an evaluation of the remaining prices.

24. The review panels evaluated the bids in line with the evaluation criteria set out in the Request for Tender. The Tender Evaluation Mechanism enables the Council to determine whether to award any combination of the optional lots (Lots 2 and 3) to the preferred Contractor for Lot 1. As the preferred bidder for Lot 1 was not the preferred bidder for Lot 2 or Lot 3 it is proposed that only Lot 1 be awarded.
25. Members are recommended to award the contract for Lot 1 to Contractor A, because they provided the most economically advantageous tender for the Highways Services Contract. The details of which are set out in Appendix A (Exempt).
26. As Contractor A was not the preferred bidder for Lot 2 or Lot 3 Executive is recommended to agree a review of the Highways Grass Cutting and Vehicle Maintenance services is to be undertaken. These reviews may lead to amended specifications, addition to existing contractual arrangements and separate procurement exercises.
27. Contract award is subject to observing the usual 10 day standstill period. Contract award may be delayed if any objections are received during this period and at any time before the contract is awarded. If any objections are received, legal services will advise and assist to resolve any issues so the contract can be awarded as quickly and efficiently as possible.

Risk Management

28. The following risks have been identified should a contract for the delivery of highways services from 2016 onwards not be operational by 1 April 2016:
 - Failure to discharge statutory responsibilities for highways service delivery.
 - Reputational risks associated with the failure to deliver highways services.
 - Financial risks associated with failure to deliver highways services.
 - Legal challenge resulting from failure to deliver services.
 - Insufficient staff to run the contract.

These risks have been identified and appropriate mitigation action will be taken.

Reason/s for decision

29. This decision is necessary in order to provide the Highways Contract Renewal Project authorisation to complete the procurement exercise and award the contract for the Term Highways Services Contract (Lot 1).

Council Priorities

30. The new Term Highways Services Contract will reflect the current priorities of CBC, with flexibility incorporated for a changing environment. The project supports the better infrastructure and great universal services priorities by facilitating the improvement of highways services across Central Bedfordshire.

Corporate Implications

Legal Implications

31. As the local highway authority Central Bedfordshire Council is responsible for the maintenance and improvement of the public highways within its administrative area under the Highways Act 1980.
32. The Council's Executive Arrangements and Regulation 8 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 confirm that key decisions must be taken by the Council's Executive.
33. The Council is required under the Public Services (Social Value) Act 2012 to consider the following in respect of procurements that are subject to the EU procurement regime;
 - (a) how what is proposed to be procured might improve the economic, social and environmental well-being of the relevant area, and .
 - (b) how, in conducting the process of procurement, it might act with a view to securing that improvement.

These criteria have been given due consideration in the procurement process.

34. Central Bedfordshire Council has complied with the EU procurement regime and the Public Contracts Regulations 2006 (as amended) and legal advice has been provided throughout the procurement process. The Council has also complied with the requirements of its Contract Standing Orders.
35. The Council is subject to the requirement to obtain best value in the procurement process because it is a best value authority for the purposes of the Local Government Act 1999. The Act requires the Council to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness. To this end, the Council must be satisfied that its procurement process achieves best value in terms of price and quality.

Financial Implications

36. For 2015/16 the budget for the MAC highways contract totals approximately £20m split over revenue and capital of which 30% is Government grant funded. A comparison has been undertaken between current and proposed rates and targets. This demonstrated a significant reduction between the current MAC and the proposed TMC+. In addition to savings from the fixed cost services, this difference will be used to fund the additional staff required to manage the contract.

Equalities Implications

37. Central Bedfordshire Council has a statutory duty to promote equality of opportunity, eliminate unlawful discrimination, harassment and victimisation and foster good relations in respect of nine protected characteristics; age disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. The Council's procurement processes ensure that due regard is given to the requirements of equality legislation when contracts are being drawn up and awarded.

Sustainability Implications

38. The delivery of effective, high quality, highways services will contribute to safe, supportive, clean and diverse environments for living, recreation and working. The new highways contract will include mechanisms to ensure on-going improvement in environmental performance

Next Steps

Activity	Date
Contract Award	5 August 2015
Mobilisation	5 August 2015- 31 March 2016
Contract Start	1 April 2016

Appendices

Appendix A: Details of Preferred Bidder (Exempt)

Document is Restricted

This page is intentionally left blank